

**SANTA CLARA UNIVERSITY SCHOOL OF LAW
PASS/NO PASS GRADING ELECTION**

Please submit to LawStudentServices@scu.edu

1. J.D. students may choose to take a non-required course that is normally graded on a Pass/No Pass basis.
2. Students must elect the Pass/No Pass option within the first four weeks of the start of the Fall and Spring Semesters and within the first two weeks of the start of the Summer session.
3. **The Pass/No Pass election is not reversible after the fourth week of the Fall or Spring or the second week of the Summer session.**
4. J.D. students may take no more than two non-required graded courses on a Pass/No Pass basis in any one semester.
5. J.D. students may take no more than twelve units on a Pass/No Pass basis during their entire program of study.
6. Students in the LL.M. in Intellectual Property Law and LL.M. in International and Comparative Law programs may take no more than 4 units of non-required courses on a P/NP basis during their entire program of study.
7. A student will receive a Pass grade for the courses in which he or she elects the Pass/No Pass option and in which he or she receives a grade of C or better. On a student's transcript, grades will be recorded as Pass.
8. A student will receive a No Pass grade for those courses in which he or she elects the Pass/No Pass option and in which he or she receives a grade of C- or below. These will be posted to the transcript as a No Pass grade, except when a student earns an F grade.
9. **The transcript of a student receiving an F in a grade course taken Pass/No Pass will show an F for the course.**
10. Grades posted as No Pass do not count toward units required for graduation.
11. Under no circumstances may a student ask to see the actual grade received.
12. To be considered for honors, a J.D. student must have a minimum of 65 units of traditionally graded credit (i.e., excluding both Pass/No Pass and Credit/No Credit units). Transfer J.D. students must have 50 units of traditionally-graded credit.
13. The Pass/No Pass election must be made in writing on this form and returned to Law Student Services within the first four weeks of the course (or two weeks for the Summer session). Email form to: lawstudentservices@scu.edu.
14. It is strongly recommended that students do not take courses subject to the mandatory grade curve on a Pass/No Pass basis.
15. It is strongly recommended that students do not take courses Pass/No Pass during their last semester.
16. UP-eligible elective classes must be taken on a standard letter graded basis in order to be considered for UP-points. Classes taken on a P/NP basis will not be considered in calculating UP points.
17. Students must take all UP-eligible courses for a grade until after they have successfully earned four UP points.
18. **THIS ELECTION IS IRREVOCABLE AFTER THE FOURTH WEEK OF FALL OR SPRING OR THE SECOND WEEK OF THE SUMMER SESSION.**

Name:	Division: <input type="checkbox"/> JD <input type="checkbox"/> LL.M.	
Student ID #:	Year (J.D. Only): <input type="checkbox"/> 2nd <input type="checkbox"/> 3rd <input type="checkbox"/> 4th	
Phone:	SCU Email:	
Course Title:	Units:	Semester:
Course Title:	Units:	Semester:
AFTER READING AND AGREEING TO THE RULES ABOVE, I ELECT TO TAKE THE ABOVE LISTED COURSE(S) ON A PASS/NO PASS BASIS.		
<i>I have read and understand the policy regarding the Pass/No Pass grading election in the law school bulletin at https://law.scu.edu/bulletin/academic-policies/#Grades and will comply.</i>		
Student's Signature: _____		Date: _____
PLEASE ALLOW 7-10 BUSINESS DAYS TO PROCESS. During times of heavy workload in Student Services, turn-around time may be longer.		