GONZAGA
UNIVERSITY

Office of the Registrar
REQUEST TO TAKE A COURSE

AUDIT   PASS/FAIL   NO CREDIT NO RECORD

Name:_____ ID#:_____

Semester/Year:_____ / _____   Title:_____

CRN: _____ _____ _____ _____ _____   Subject: _____ _____ _____ _____   Course#: _____ _____ _____   Section: ____ _____

Please check the grading mode you are requesting:

☐ **Audit*** (Graded solely as "AU", although student may receive a V due to non-attendance. Cost per credit is not reduced.)

☐ **Pass/Fail**** (Undergraduate – Standard grades A through C convert to Pass; C- and grades lower equal failure.)
                         (Graduate – Standard grades of A through B convert to Pass; B- or lower equal failure.)

☐ **No Credit/No Record**** (required mode for Jesuit Volunteers)

* While an "AU" (audit) grade will be reflected on the academic transcript, the "AU" designation does not apply toward meeting any degree requirement.
** Courses taken as a Pass/Fail will not count for core, major, or minor requirements.
<u>** Courses registered as Pass/Fail cannot be converted to a standard letter grade after the drop/add period has ended.</u>
*** Courses taken as No Credit/No Record will not be entered on the transcript and may never be converted to do so.

Student Signature:_____ Date:_____

Advisor Signature:_____ Date:_____
(Matriculated/Degree Seeking Students Only)