

Date \_\_\_\_\_

First Name \_\_\_\_\_ Last Name \_\_\_\_\_

Semester \_\_\_\_\_ Session \_\_\_\_\_

Major(s) \_\_\_\_\_ Minor(s) \_\_\_\_\_

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**I wish to use the Satisfactory/Unsatisfactory grade option for the following course:**

Course Number \_\_\_\_\_ Section \_\_\_\_\_ Course Title \_\_\_\_\_

Number of Credits \_\_\_\_\_ Instructor \_\_\_\_\_

If this is a lab course, do you wish to take the lab as Satisfactory/Unsatisfactory as well?    Yes    No

**The following policies are in effect regarding the S/U option:**

1. 18-semester credit limit for courses taken at/through Clarke University. Automatic S/U courses are excluded.
2. No more than two courses per semester may be taken. Automatic S/U courses are excluded.
3. Courses in the major, minor, supporting courses, GNED-110, 111, 120, 123, CU-101, or Teacher Education may not be taken for S/U.
4. The student's academic advisor must sign this request form before returning it to the registrar's office. If the advisor is the instructor, the Dean of Undergraduate Studies will sign the S/U form.
5. To be eligible for the Dean's List, a student must have 12 graded credits per semester. S/U grades are not calculated.
6. A grade of S indicates a C- or above, and a grade of U indicates a D+ or below. The GPA is not affected by an S/U grade and no credit is given for a U.

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Student Signature \_\_\_\_\_ Date \_\_\_\_\_

Advisor Signature/Dean Signature \_\_\_\_\_ Date \_\_\_\_\_