



# LL.M./M.J. Pass/Fail Grading Option Request

MSU College of Law ♦ Office of the Registrar ♦ 648 N. Shaw Lane, Rm. 309, East Lansing, MI 48824

Phone Number: 517-432-6820 ♦ Fax Number: 517-432-6821 ♦ Email: [regist@law.msu.edu](mailto:regist@law.msu.edu)

Print First & Last Name (Surname): \_\_\_\_\_ PID: \_\_\_\_\_

MSU Email Address: \_\_\_\_\_@msu.edu Phone Number: \_\_\_\_\_

Semester: Fall 20\_\_\_\_ Spring 20\_\_\_\_ Summer 20\_\_\_\_

### Guidelines for Pass/Fail Grading Option:

1. LL.M./M.J. students may elect no more than one (1) elective offering with a maximum of three (3) credits as Pass/Fail. Students who sign up for more than the maximum credits available under the Pass/Fail option will have the course that exceeds the maximum credits graded.
2. You must receive a grade of "D-" or better in order to receive the grade of "P" (Pass). If you earn a grade of "F" you will receive a grade of "F" (Fail) for the course.
3. LL.M./M.J. students may elect a grade of pass/fail within 5 business days after all grades are released to students.

I hereby **ELECT** the following course(s) as Pass/Fail:

Course #: \_\_\_\_\_ Section: \_\_\_\_\_ Course Name: \_\_\_\_\_ Credit(s): \_\_\_\_\_

Course #: \_\_\_\_\_ Section: \_\_\_\_\_ Course Name: \_\_\_\_\_ Credit(s): \_\_\_\_\_

I hereby **CANCEL** the following course(s) as Pass/Fail:

Course #: \_\_\_\_\_ Section: \_\_\_\_\_ Course Name: \_\_\_\_\_ Credit(s): \_\_\_\_\_

Course #: \_\_\_\_\_ Section: \_\_\_\_\_ Course Name: \_\_\_\_\_ Credit(s): \_\_\_\_\_

This form may be submitted via mail, fax, or email via the contact details listed at the top of this form. I understand that the Registrar's Office requires at least 24-48 hours to process all requests.

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

Office of Student Affairs Advisor Signature: \_\_\_\_\_ Date: \_\_\_\_\_

**OFFICE USE ONLY:** Staff Initials: \_\_\_\_\_

Date: \_\_\_\_\_

Updated 5/21/20