

**MONTANA STATE UNIVERSITY-BOZEMAN**  
**GRADUATION AND ADMISSIONS REQUIREMENT COMMITTEE**

<b>Name:</b> _____	<b>Student ID#</b> _____
<b>Curriculum:</b> _____	<b>Academic Advisor:</b> _____
<b>Student Email:</b> _____	<b>Phone #</b> _____

**RETURN THIS COMPLETED FORM WITH ALL SIGNATURES TO THE OFFICE OF THE REGISTRAR**

*Petitions can be submitted electronically by the Advisor, through DocuSign, or by the student to Montana Hall Room 101*

**RESULTS ARE DISTRIBUTED TO: Student AND Student's Department**

# ~Petition to Change P/F Grading

\*\*\*P/F Grade Change Petitions must be reviewed and signed by the Academic Advisor prior to submission.\*\*\*

**Provide the following information:**

Each question is required to be filled out in order for petition to be reviewed.

1. Semester that you are petitioning for P/F Grade Change: \_\_\_\_\_ \*Petition to change P/F Grading only applies to Spring 2020. All other semesters should use a GARC Petition: <https://www.montana.edu/registrar/documents/pdfs/GARC%20Waters.pdf>
  
2. Which course/s would you like to change: \_\_\_\_\_  
 CRN: \_\_\_\_\_ Subject: \_\_\_\_\_ Number: \_\_\_\_\_ Current Grade/Mode: T or P/F Change to: T or P/F  
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 CRN: \_\_\_\_\_ Subject: \_\_\_\_\_ Number: \_\_\_\_\_ Current Grade/Mode: T or P/F Change to: T or P/F  
 CRN: \_\_\_\_\_ Subject: \_\_\_\_\_ Number: \_\_\_\_\_ Current Grade/Mode: T or P/F Change to: T or P/F
  
3. Rationale for change after deadline:  
 \_\_\_\_\_  
 \_\_\_\_\_  
 \_\_\_\_\_  
 \_\_\_\_\_

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I understand and agree that once the P/F change has been made it will be final. It is recommended that the student reach out the the Office of Financial Aid Services to determine if the grade change/s has any effect on the financial aid support they may be receiving.

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

Advisor: \_\_\_\_\_  
 Signature \_\_\_\_\_ Date \_\_\_\_\_

*Office Use Only:*  
 Registrar's Office: \_\_\_\_\_  
 \_\_\_\_\_ Date \_\_\_\_\_

# ~Spring 2020 P/F Policy~

Montana State University has implemented a new policy for an optional Pass/Fail grading structure for the Spring 2020 semester. This policy aims to help students remain engaged in learning with minimal risk to their overall progress toward their degrees.

1. Students may choose to receive a P/F grade in place of a letter grade for any course or no course.
2. Grade Point Average (GPA) is not affected when a student chooses Pass/Fail. Only classes that remain as traditional (A, B, C, D, F) letter grades will be calculated in GPA.
3. Pass grades will count towards earned semester hours.
4. Fail grade will not count towards earned semester hours in either the A-F or Pass/Fail options
5. Grades of C- or higher translate to Pass in courses where this option is selected.
6. Courses converted to Pass/Fail grades that are Passed for Spring 2020 will count towards CORE, curricular, major, minor, prerequisite, progress toward degree, graduation requirements, transfer requirements and application to MSU graduate school programs.
7. Students have 5 business days after grades are posted to indicate if they prefer the Pass/Fail option in any of their classes (changes must be submitted by May 20th)
8. MSU will include a notation on students' transcripts, indicating the extraordinary circumstances of the global public health emergency during the Spring 2020 semester.