

# PASS/NO PASS GRADING

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Students may take some courses on an optional pass/no pass (P/NP). These are found in the course section of the catalog and have an "O" in the grade designation. A P/NP Option Form must be submitted to Admissions and Records by published deadlines in the Academic Calendar. The P grade shall be defined as completion of the course requirements.

## Credits earned on a Pass (P) or No Pass (NP) basis

- May be counted toward satisfactory completion of the Associate degree.
- Are not used in computing the grade point average.
- Will be used in calculating Progress, Probation, or Dismissal.
- May not convert to a letter grade by examination.
- May not be converted to a letter grade once 5 weeks, or 30% of the semester has elapsed.

**Note:** Once this request is made, the student may not request that the P/NP be converted to letter grade at a later date. Choosing P/NP may affect transfer or Honors at graduation eligibility in the future. Students should see a Transfer Counselor for more information.

## Basic Skills Courses

All pre-college level courses are graded only on a "P" and "NP" basis. A grade of "P" is entered on the official record for successfully completed courses. If the course work is unsatisfactory, a grade of "NP" is entered. Neither the grade of "P" nor "NP" is considered in computing grade point average.

"P/NP" grades may not be converted to letter grades. Units earned for pre-college level courses are not to be used to satisfy General Education, Associate Degree, or Major requirements, and they are not transferable to a four-year institution.

## Limits on Basic Skills Units

Students may not enroll in more than 30 semester units of basic skills courses as restricted by Title 5, section 55756(b).

The following students are exempt from the limitation on remedial coursework:

1. Students enrolled in one or more courses of English as a Second Language (ESL).
2. Students identified by the district as having a learning disability.
3. Students who show significant, measurable progress toward the development of skills appropriate to their enrollment in college-level courses. Such students need to petition for a waiver of the limitation on remedial coursework with the Counseling Administrator on the campus.