



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

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 to register for no more than three (3) courses or a maximum of ten (10) 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. Only courses that count toward the 24 credits needed to satisfy graduation requirements will be included in the 10 credit hours that are permitted to be taken "pass/fail".
4. An election to take a course on a Pass/Fail basis may be made no later than the last day of classes for the semester or before any type of final exam (including a take-home examination) is distributed, whichever is earlier.

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, email, and in person to the address 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 Engagement Advisor Signature: _____ Date: _____

OFFICE USE ONLY: SIS Entry Staff Initials: _____	Date: _____	Updated 7/6/17
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