Request For Grade Mode Change
Georgia Institute of Technology
Office of the Registrar, Atlanta, Ga 30332-0315
Contact Us: comments@registrar.gatech.edu or 404-894-4150

STUDENT INFORMATION

Student Name

Last First M

Student GTID

Major School

Student email

COURSE INFORMATION

Course
Ex. SUBJ 1101 A3

Current Grade Mode
Pass/Fail or Letter Grade

New Grade Mode
Pass/Fail or Letter Grade

Reason for Grade Mode Change:

*Changing a course from pass/fail to letter grade and vice versa can affect how a course counts towards your degree. Completion of this form does not constitute an exception to degree requirements.

IMPORTANT RULES AND REGULATIONS

*Only students who complete ninety-one or more hours toward a degree at Georgia Tech may use the entire maximum of 9 hours credit taken on pass/fail toward a bachelor's degree. For transfer students, second undergraduate degree students, and dual-degree students, the number of hours completed at Georgia Tech determines the maximum number of pass/fail hours allowed, according to the following schedule:

<table>
<thead>
<tr>
<th>Hours included in program of study</th>
<th>Hours allowed on pass/fail basis</th>
</tr>
</thead>
<tbody>
<tr>
<td>45 to 70 credit hours</td>
<td>3 credit hours</td>
</tr>
<tr>
<td>71 to 90 credit hours</td>
<td>6 credit hours</td>
</tr>
<tr>
<td>91 or more credit hours</td>
<td>9 credit hours</td>
</tr>
</tbody>
</table>

*The department or school offering a course determines the criteria for a passing grade and may restrict the pass/fail enrollment in any course it offers.

Information regarding the Pass/Fail System and Grade Mode is located in Student Rules and Regulations
http://www.catalog.gatech.edu/genregulations/passfail.php

Student Signature ___________ / _____ / _____

Advisor Signature ___________ / _____ / _____