NORTHERN ARIZONA UNIVERSITY

OFFICE OF THE REGISTRAR

# PETITION TO CHANGE TO A-PASS/FAIL AFTER THE DEADLINE

A class may be changed to A-Pass/Fail after the deadline and before final grade is issued providing the student's advisor, instructor, department chair, and the dean approve this petition. The Department Chair must be from the Department where the class is offered and the Dean from the School/College where the class is offered. Click here for the A - Pass/Fail Policy. **Once all approvals are secured, this form must be returned to the Registrar's Office. A $25 non-refundable late processing fee will be posted to your LOUIE account.**

Name _____ _____
Last First MI NAU ID Number

Term: ☐ Fall ☐ Spring ☐ Summer ☐ Winter Year: _____

I petition to change to A-Pass/Fail, after the deadline, the following class: (Only 1 class/lab per form)

Class # _____ Subject/Catalog # _____

Class Title _____ Units _____

In the space below, the student must provide **specific reasons** and **documentation** as to why this petition should be approved:

_____

_____

_____

Student Signature _____ Date _____

***Each signature must have a department stamp if approved:***

| | |
|---|---|
| ☐ APPROVE ☐ DENY<br>_____<br>Advisor Signature Date<br>Department Stamp_____ | ☐ APPROVE ☐ DENY<br>_____<br>Department Chair Signature Date<br>Department Stamp_____ |
| ☐ APPROVE ☐ DENY<br>_____<br>Instructor Signature Date<br>Department Stamp_____ | ☐ APPROVE ☐ DENY<br>_____<br>Dean Signature Date<br>Department Stamp _____ |

Processed by: _____ Date: _____