

Indiana University Northwest – Spring Semester 2020 ONLY
Student Initiated Change of Grade Request to “S” or “P”

NAME OF STUDENT _____

STUDENT ID NUMBER _____

SUBJ, COURSE, SECTION _____

COURSE TITLE _____

ENG-W 131 (54321)
EXAMPLE

SPRING 2020
SEMESTER

NAME OF INSTRUCTOR: _____

For the course listed above, I request a change of grade from _____ to _____

"S"
 "P"

REASON: _____

STUDENT'S SIGNATURE _____

DATE _____

Deadline: July 1, 2020

ADVISOR'S SIGNATURE _____

DATE _____

Review concerns: _____

INSTRUCTOR / DEAN'S SIGNATURE _____

DATE _____



APPROVED



DENIED

Additional Comments: _____

Students should discuss potential S or P grade changes with their instructor, advisor and financial aid.

Calculated grades of C or better qualify for the S (satisfactory) grade conversion, which counts toward program/major requirements and pre-requisites. Grades of C-, D or D- qualify for the P (passing) grade – which does NOT count toward program/major requirements or pre-requisites. Student athletes, students receiving certain educational benefits from the Department of Veterans Affairs and students being reimbursed for their educational costs by their employers may be harmed by receiving S or P grades in lieu of standard letter grades. One change of grade request form per course is required. Instructor approval and advisor consultation/ review is required to assure the grade change is in the best academic and financial interest of the student.

**Send completed form or any questions to the IU Northwest
Office of the Registrar for processing at REGISNW@iun.edu**