

DUKE UNIVERSITY

DECLARATION OF SATISFACTORY/UNSATISFACTORY GRADING BASIS IN A COURSE

Name _____ Semester/Year _____

Student ID No. _____ E-mail address _____

Course to be registered for S/U grading _____ (See regulations below)

Name of instructor (print) _____

INSTRUCTOR'S PERMISSION

I understand that an S grade is equivalent to a letter grade of C- or better and that a U is equivalent to a D+ or worse. Because students taking a course on the S/U basis have until the first day of the final four weeks of classes to change to a letter grade basis, I will keep letter grades for this student in anticipation of that eventuality.

Instructor's signature: _____ Date _____

DEAN'S PERMISSION

Dean's signature: _____ Date _____

UNDERGRADUATE REGULATIONS CONCERNING S/U GRADING AND REGISTRATION

(These apply only to courses otherwise offered for a letter grade for which a student requests permission to enroll on an S/U basis.)

- With permission of the instructor and the student's academic dean, eligible students may elect one course in any semester on the S/U grading basis, though only four (4) courses taken on this basis may be counted toward the 34 courses required for graduation.
- If enrolled in an underload of 3 full courses (3.0 cc), the S/U grading basis is not an available option.
- Courses taken by students on the S/U basis will not be counted toward requirements for majors, minors, or certificates, including prerequisite courses unless by special permission from the director of undergraduate studies in the department or program. Note that students may not repeat courses in which they have earned an S.
- The student may subsequently change to a letter grade basis by filing a request with the registrar up to the first day of the final four weeks of classes; students may not change from the letter grade to the S/U option after the deadline for submission of this form (see below).
- S/U courses will not be counted toward any general curriculum requirement, except the requirement for 34 course credits and continuation requirements.
- S/U courses do not count toward the minimum of 4.0 cc taken on a graded basis that students need in order to be eligible for Dean's List in that semester.
- A grade of U in any semester disqualifies the student from Dean's List.

Authorization for S/U grading is granted only with the student's signature signifying acceptance of above rules and including certification that no course this semester has been previously registered with S/U grading.

The deadline for submission of this form to the registrar's office is 5 PM one week after the drop/add period ends in the fall or spring semester (and the end of the drop/add period in a summer term).

Student signature _____

Questions concerning these regulations should be addressed to the student's Academic Dean.

For administrative use:

1. Form to be faxed to the Registrar's Office (684-4500)
2. Form to be imaged under "Courses/Grades"
3. TS/U1 (or TS/U2, TS/U3, TS/U4) to be added to Student's Comment section in Storm with text "1st (2nd, 3rd, 4th) S/U graded course (Fall/Spring, year)"