



# REQUEST FOR PASS-FAIL STATUS

Student ID	Student Name: Last	First	Middle	Grade
------------	--------------------	-------	--------	-------

I request that the pass-fail system of marking be used to evaluate my work in the course listed below in accordance with FCPS current version of Regulation 2436.

Course Number \_\_\_\_\_ Course Title \_\_\_\_\_

I understand that:

- I will receive a "P" (in lieu of grades "A" through "D"). I will receive credit, but the "P" will not count in my grade-point average.
- I will receive an "F" for an "F". I will receive no credit, and the "F" will be counted in my grade-point average.
- I understand that after 22 days membership in a year long course, I cannot change this decision.
- I understand that after 11 days membership in a semester course, I cannot change this decision.

Signature of Student	Date	Signature of Parent/Guardian	Date
Signature of School Counselor	Date	Signature of Director of Student Services	Date

## PASS-FAIL RULES AND PROCEDURES

1. With parent/guardian approval, high school students are given the option of taking one elective credit per school year to be marked on a pass-fail basis. This may be applied to required physical education credits, world language credits, economics and personal finance, to credits other than those required for English, social studies, mathematics, and laboratory science, and to specialized courses such as Principles of Engineering and Senior Technology Research taught at Thomas Jefferson High School for Science and Technology.
2. With parent/guardian approval, middle school students are given the option of taking one high school world language elective credit or one ESOL course that counts as a high school world language elective per school year on a pass-fail basis.
3. A double-or triple-period class taken for two or three credits in a career and technical field may be taken on a pass-fail basis as the one pass-fail credit per year.
4. No student may take more than two single-semester electives or one full-year elective per school year on a pass-fail basis except as indicated in item 3.
5. Each student using the pass-fail option shall receive a "P" (in lieu of grades "A" through "D") and a credit, or an "F" and no credit. Only the letter "P" or "F" shall be recorded on the cumulative record and report cards. If a student receives a "P", it shall not be averaged into the student's grade-point average. If a student receives an "F", it shall be averaged in as an "F" in the standard grading system.
6. A student who chooses to take a course as pass-fail shall indicate this by completing this form and returning it to their school counselor. For a full-year course, the form must be returned on or before the 22nd school day of the first grading period. For a semester course, the form must be returned on or before the 11th school day of the semester. A student attending a school using a semester block schedule must return this form to their school counselor on or before the 11th school day of the block period. This decision may not be reversed.
7. A student dropping a course being taken on a pass-fail basis and transferring to a new course shall have ten (10) school days in which to decide if the new course will be taken pass-fail. The new course must meet the requirements of Regulation 2436. A student in a school using the semester block schedule shall have five (5) school days to make a decision as to whether the new course will be taken on a pass-fail basis, provided it is an elective course.
8. Information concerning the pass-fail option is available to all parents through publication in the *Standard Course Offerings* guide, which can be obtained in the school counseling office as well as at the following web site:  
<http://www.fcps.edu/is/schoolcounseling/frequentlyrequested.shtml>.