

# S/U COURSE GRADE REQUEST FORM

AUGUSTANA UNIVERSITY REGISTRAR'S OFFICE

- Requests limited to two courses which are graded A-F.
- Courses which are part of your major or minor must have the approval of your major or minor department before they can be taken S/U.
- Dean's List requires 12 credit hours of letter grades. S/U does NOT count for Dean's List hours.
- Request forms must be returned to the Registrar's Office no later than 5:00 p.m. on the due date in order for the course to be eligible for S/U grading.

**DEADLINE:** Same date as last day to drop a course & receive a "W" grade.

## Definition of S/U

S = C- or higher

U = D+ or lower

Student Name: \_\_\_\_\_ Augustana ID#: \_\_\_\_\_

Major/Minor: \_\_\_\_\_ Augustana email: \_\_\_\_\_@ole.augie.edu

Course Dept/#/Section: \_\_\_\_\_ Term: (ex: Fall 2017) \_\_\_\_\_  
(EXAMPLE: RELI 200 A)

Course Instructor: \_\_\_\_\_  
(NOTE: Registrar's Office does not notify instructors of students requesting S/U grading.)

Student Signature: \_\_\_\_\_ Date: \_\_\_\_\_

## REQUIRED SIGNATURE

**If the course is part of your major or minor, you must have a member of the department sign this request.**

This student has permission to take this major/minor course for an S/U grade.

Department Chair Signature: \_\_\_\_\_ DATE: \_\_\_\_\_

Request:  Approved  Denied

Reason for denial:

Registrar's Signature: \_\_\_\_\_ Date: \_\_\_\_\_