



HARVARD DIVISION OF CONTINUING EDUCATION

Academic Services, 51 Brattle Street, Cambridge, Massachusetts 02138-3722, (617) 495-0977

Summer Term 2021 Pass/Fail Request Form (Harvard College Undergraduates Only)

The Pass/Fail grading option is available in most Summer School courses and only to degree-seeking Harvard College students. The following courses are not available on a Pass/Fail basis: expository writing (EXPO), creative writing (CREA), education (EDUC), and management (ISMT, MGMT) courses. Students must enroll in these courses for a letter grade. Harvard College undergraduates may enroll in a maximum of 8 units of undergraduate credit for a Pass/Fail grade. Students should consult the *Harvard College Handbook for Students* for more information.

Instructions to Students

1. Please print neatly.
2. Provide all the information requested and ask your instructor to sign the form.
3. Email the completed form to Academic Services at academicservices@extension.harvard.edu by the deadline below that applies to the course for which you are requesting a Pass/Fail grade. Requests for the Pass/Fail grading option and changes will not be considered after these deadlines.

SESSION	General program (June 21–August 6)
DEADLINE	Friday, July 2, 2021

A. Student Information

STUDENT FULL LEGAL NAME (exactly as printed on your passport or other government-issued photo ID)		
Last/Family/Sur name(s)	First/Given name(s)	Middle name(s)

HARVARD ID NUMBER							

Telephone number _____

E-mail address _____

Summer mailing address _____

City _____ State _____ Zip Code _____

B. Course Information example: 32373 | BIOS | S-74 | Marine Life and Ecosystems of the Sea

Required:	5-digit course reference no. (CRN)	Subject	Subject number	Course title (and section number, if applicable)
			S-	

Instructor name _____

Student signature _____ Date _____

Instructor signature _____ Date _____

For office use only (do not write within this box)

Date received _____ Decision _____

Date grading mode changed _____ Student notification sent _____ Initials _____