**PPM 4-19 -- Grading Policies (excerpt)**

D. CREDIT/NO CREDIT

The basic objective of credit/no credit grading is to allow students the opportunity to enroll in classes outside their major or minor on a pass/fail basis without affecting their GPA.

1. Eligibility of Students for Credit/No Credit Grading

a. Freshmen students may take no more than one class per term on a credit/no credit basis.

b. Students with 30 or more credit hours who have a cumulative GPA of 2.0 or above may register for no more than two classes per term on credit/no credit basis.

c. Credit/no credit classes required by a student’s program or degree are exempt from the limitations of 1.a and 1.b, above.

2. Criteria for Credit/No Credit

a. A maximum of 20 hours of credit/no credit in elective courses may be used for graduation.

b. Classes taken on a credit/no credit basis will not satisfy major, minor, general education, or specific course requirements with the exception of those courses or programs of study approved by the University Curriculum and General Education committee and those courses approved by academic departments for credit by special examination (see [PPM 4-21a](http://www.weber.edu/ppm/Policies/4-21a_CreditPetition.html)).

c. Grades on the credit/no credit system are not included in computing the term or cumulative grade point average. A grade of credit is recorded only for letter grades of C- and above. Grades less than C-, including UW, will be recorded as no credit.

d. Students who change their Program of Study must submit the appropriate form to the Records Office and request the grade be changed to the letter grade issued by the instructor if a credit/no credit course applies to the new Program of Study.

e. If a student has previously taken a course for a letter grade, the same course may not be retaken for credit/no-credit.

f. Choice of credit/no credit registration should be made at the beginning of the term, but a student may change classes to credit/no credit status during the first 60 percent of the term.

g. The instructor will not be notified if a student is taking a class for a credit/no credit grade and will give only letter grades on the Final Grade Report to the registrar. The Registrar's Office will convert the letter grades to credit or no credit.