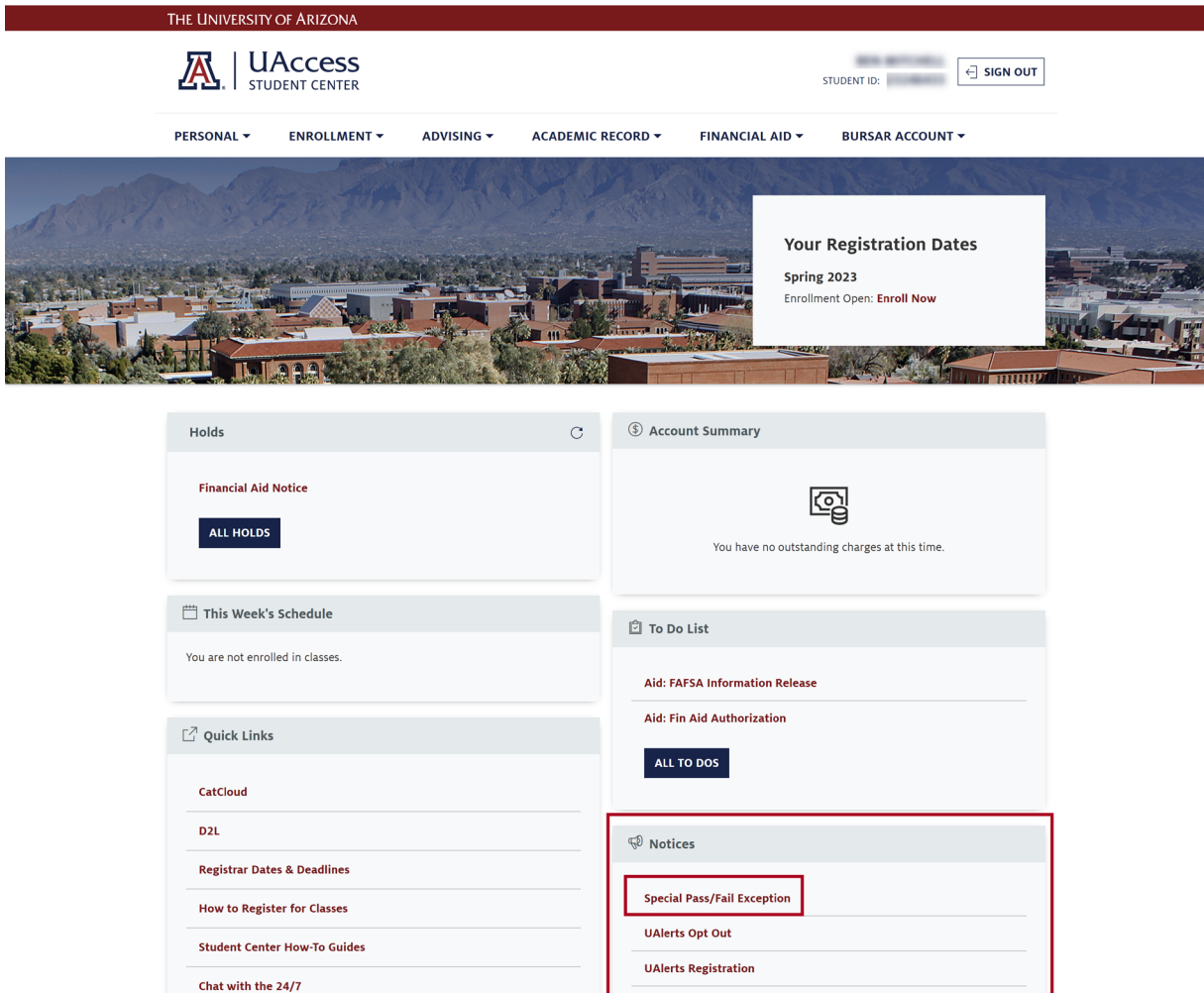# Special Pass/Fail Grading Basis Exception Request

Follow this tutorial to submit a request to change the grading basis of one or more classes.

You can access the Special Pass/Fail grading basis exception request through your **UAccess Student Center**. Navigate to the Notices section on the homepage of UAccess Student Center. Click the link for the Special Pass/Fail Exception.

This option is available once the final course grade is posted until January 10, the day before the spring 2023 term begins.

PERSONAL ▾	ENROLLMENT ▾	ADVISING ▾	ACADEMIC RECORD ▾	FINANCIAL AID ▾	BURSAR ACCOUNT ▾

⌂ **Home** / Notices

Notices
The following is a list of current Notices on your records.

Select an item below for more details.

🔔 **Special Pass/Fail Exception**
Fall 2022 - Spring 2023
12/09/2022 - 01/15/2023
Office of the Registrar

🔔 **UAlerts Opt Out**
07/30/2017
Dean of Students

🔔 **UAlerts Registration**
01/23/2019
Dean of Students

🔔 **Update Emergency Contact**
Beginning
10/09/2019
Dean of Students

▼ ▼ ▼

After selecting the link on the previous page, click the Special Pass/Fail Exception notice.

PERSONAL ▾	ENROLLMENT ▾	ADVISING ▾	ACADEMIC RECORD ▾	FINANCIAL AID ▾	BURSAR ACCOUNT ▾

⌂ **Home** / **Notices** / Details

Notices
Special Pass/Fail Exception

Please click this link to submit a **Special Pass/Fail Exception** request for the Fall 2022 term.

Reason
Special Pass/Fail Exception

Start Date
12/09/2022

Start Term
Fall 2022

Department
Office of the Registrar

RETURN

▼ ▼ ▼

Click on the Special Pass/Fail Exception request link in the description.

⊕ **Initiate Request to Change Grading Basis:**   Form ID:

For the Fall 2022 term, you are eligible to convert any of your classes to a Special Pass/Fail grading basis. The option is available for any course for the Fall 2022 term, and a passing grade will count toward program requirements and satisfy all academic and prerequisite requirements. You will be able to make this choice after you have received your final grade until Jan. 10, the day before the Spring 2023 academic term. Please review the **FAQ page** for additional information regarding the Special Pass/Fail grading basis.

Fall 2022 Enrollment

Your fall 2022 classes are below, and as grades are posted, you will be able to opt-in to changing the grading basis, course-by-course, using the dropdown indicator in each row.

Once your selections have been made, confirm your request by selecting the acknowledgement button below, then click Submit.

2 rows

	Official Grade	Class Nbr	Class Information	Class Title	Grading Basis	Grading Basis: Last Date Updated	Change Grading Basis
1		28182	ATMO 920	Dissertation	Alternative Grading: S, P, F	08/18/2022	
2	C	38834	GEOS 578	Global Change	Regular Grades	08/17/2022	[dropdown] Fall 2022 P/F Exception / Regular Grades

▼ ▼ ▼

All courses that are eligible for the grading basis change will appear here. Once the grade for a course has posted, you will be able to request a grading basis change. To do this, select Fall 2022 P/F Exception from the dropdown menu.

If you opted to change any courses to the special Pass/Fail basis and wish to revert them to their original grading basis, you can also do so here.

Courses Ineligible for Changes to the Grading Basis

The following courses are ineligible for changes to the grading basis for one of the following reasons:

- The course has a grading basis of *Developmental Grading* or *Regular Grades: Not Included in Stats* and is not eligible for a grading basis change.
- A grade of W has already been posted, making this course ineligible.

1 row

Official Grade	Class Nbr	Class Information	Description	Grading Basis	Grading Basis Date
1	0				

Any courses not eligible — those with a grading basis of Developmental Grading or Regular Grades: Not Included in Stats OR with a grade of W already posted — will appear here.

Form Action Items

1 row

Acknowledgement

1   ⬤   By submitting this request, I acknowledge that this will result in an official change to my enrollment record at the University of Arizona.

Comments   ›

SUBMIT

▼ ▼ ▼

When you're ready to submit your request, select the Acknowledgment button and then click Submit.

Once the request is submitted, the grading basis and grade for the class will be updated by the Office of the Registrar. You will receive a confirmation email once the grading basis has been changed.

Office of the Registrar

We hope you found this tutorial helpful!

If you need additional support, please contact us at:

reghelp@arizona.edu

520-621-3113

For more information, visit our website:

https://www.registrar.arizona.edu/