

# Rancho Santiago Community College District ADMINISTRATIVE REGULATION

## Chapter 4 Academic Affairs

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### AR 4232 Pass/No Pass

#### Reference(s):

Title 5 Section 55022

Courses may be offered in either or both of the following categories:

- Courses in which all students are evaluated on a "pass-no pass" basis.
- Courses in which each student may elect on registration, or within the first 30% of the class's scheduled duration, to take the course on a "pass-no pass" basis.

A student electing to be evaluated on the "pass-no pass" basis will receive both course credit and unit credit upon satisfactory completion of the course. In computing a student's grade-point average, grades of "pass-no pass" are omitted.

A pass grade is granted for performance that is equivalent to the letter grade of "C" or better. A student who fails to perform satisfactorily will be assigned a "no pass" grade.

The student is held responsible for all assignments and examinations required in the course. The standards of evaluation are identical for all students in the course.

The following guidelines apply to courses taken for pass-no pass as designated by each College Catalog:

- Courses in the student's major field may not be taken under the Pass/No Pass policy except for major courses for Associate Degrees for Transfer or other exceptions as designated in the SAC or SCC catalog.
- Honors courses cannot be taken for Pass/No Pass.
- Every university has a limitation on the number of courses/units that can be taken for Pass/No Pass and applied to graduation and may require General Education taken Pass/No Pass to be retaken for a letter grade. Universities sometimes prefer that students have letter grades in English, mathematics, speech, and critical thinking courses. Courses that meet major requirements at a university (other than major requirements for ADT's) typically must be taken for a letter grade. Also, Pass/No Pass grades could have a negative effect on scholarships and international students. In addition, students who plan to pursue graduate or professional studies later are advised to be selective in opting for course on a Pass/No Pass basis. If the student is unclear about requirements, it is best to consult with a counselor before using the Pass/No Pass option.
- Except as in item number one above, a maximum of 6 Pass/No Pass units may be carried during any one semester.

- A maximum of 14 Pass/No Pass units is allowed for any degree program. This does not include units taken under credit by examination or assessment, or units earned in courses for which Pass/No Pass is the only grading option.
- Pass/No Pass petitions are available at the Admissions and Records Office of the college and must be submitted between the first and fifth week of the fall and spring terms or thirty percent (30%) of the class meeting dates/term, whichever is less. Pass/No Pass status cannot be changed back to a letter grade.
- Pass indicates a "C" or better.
- For a certificate a Pass/No Pass course is acceptable if it is required for the certificate and (a) offered on a Pass/No Pass basis only or (b) if the Pass/No Pass is earned on the basis of credit by examination.

**Adopted: September 17, 2018**  
**Revised: July 19, 2021**