Dear Student:

Based on your fall semester class schedule, you are enrolled in one or more classes for audit. To ensure this is what you intend, a friendly reminder about University policy and auditing classes:

- Auditing is not pass/fail.
- Audited classes do not count toward financial aid eligibility.
- Audited classes do not affect your GPA or hours earned.
- Audited classes appear on your official transcript with AU grades.
- Audited classes will not apply toward requirements for your major, minor, or certificate.

The deadline to change your grading basis from audit to credit or pass/fail is Friday, September 5.

If you no longer wish to be enrolled as audit, go to My OHIO Student Center and choose Enrollment: Edit from the dropdown menu in the Academics section. From there, follow the three steps to make the change: 1) select the class; 2) change the grading option from audit to the letter grade option available; and 3) submit the change.

If you wish to be enrolled on a pass/fail basis, contact your college or regional campus student services office to apply for this option.

Additional information regarding pass/fail:

- A student interested in taking a class under the pass/fail grading option should contact the student services office in his/her college or regional campus student services office to request that a course be taken pass/fail.
- A pass/fail request by a regional campus student is reviewed by the appropriate college's student services office on the Athens campus; and may be denied if an inappropriate choice has been made.
- Students may complete no more than 12 semester hours under the pass/fail option.
- No course taken pass/fail may be used to fulfill any graduation requirement (college, school, or department) other than total hours.
- To be eligible for the pass/fail option the student must have earned a GPA of 2.5 or better for his/her prior semester of full-time enrollment or have an accumulative GPA of 2.0 or better.
- First-semester freshmen are not subject to the GPA requirements.

If you have questions about this, please email registration@ohio.edu or call 740-593-4495.

Best wishes for a successful semester!

Debra M. Benton  
University Registrar  
Ohio University