

Date

Effective Term

Hollins University
Pass/Fail/Audit/STS Form

Last Name First Hollins Email:
Student ID Class Year Major

CRN	Subject	Course #	Section	Cr Hours	P/F	Audit	Instructor's Signature
<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>
<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>
<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>

- NOTES:**
1. Pass/Fail option in the major/minor field is not available.
 2. The grade of Pass **is not** included in the computation of the grade point average.
 3. The grade of Fail **is** computed in the grade point average.
 4. Students must have 14 graded credits to be eligible for honors that term.
 5. Instructor's **and** Advisor's signatures are required.
 6. Pass/fail courses may affect eligibility for graduation honors. See catalog for minimum number of graded credits required to be eligible to graduate with institutional honors.

Student's Signature

Advisor's Signature

Printed Name of Advisor

SHORT TERM SUBSTITUTION: (option available for *extenuating circumstances only*)

CRN	Subject	Course Number	Section	Instructor's Signature
<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>

- NOTES:**
1. Short term credit **is not** included in the overall 128 minimum credits required for a bachelor's degree.
 2. Short term substitution courses cannot be major/minor courses and will not satisfy general education requirements.
 3. Short term substitution courses **must** be 4 credits.
 4. First-year students are required to live on campus and take a class during short term unless they are participating in a travel program (TRIP). See academic catalog for more information.
 5. Short term grades are recorded as PD (pass with distinction), P. (pass), or F (fail).
 6. Instructor's **and** Advisor's signatures are required.
 7. **Registrar approval required** to determine if course substitution is appropriate. If it is not deemed appropriate you will be contacted via e-mail.

Student's Signature

Advisor's Signature

Printed Name of Advisor