

IMPORTANT INFORMATION ABOUT CREDIT/NO CREDIT

IT IS YOUR RESPONSIBILITY TO UNDERSTAND AND ABIDE BY THESE RULES. ONLY UNDERGRADUATE STUDENTS CAN SELECT CR/NC! PLEASE MAKE SURE THAT YOU MEET ALL THE REQUIREMENTS. IF, AFTER REVIEW, WE FIND THAT YOU DO NOT MEET ALL REQUIREMENTS, WE WILL NOT PROCESS YOUR CR/NC REQUEST.

1. **You must be in the College of Liberal Arts and Sciences or the School of the Arts to elect CR/NC here. If you are in another school you need to go to their office.**
2. You can elect only one class per semester as CR/NC. We will process your request in the order submitted (decided by the date you signed it) unless you officially void your first request during the CR/NC period and then we will honor your second choice.
3. You must earn a grade of "A," "B," or "C" in order to receive Credit. A grade of "C-" will count as CR for those who use the +/- grading option. A grade of "D" or "F" is considered No Credit. This is not a pass/fail option. A grade of "D" is passing but you will not pass with a "D" if you choose the CR/NC option.
4. The course you select for CR/NC cannot be in your major or minor. If you are unsure you should check with your major or minor department.
5. If you are enrolled in 12 hours and you take a class for CR/NC you will not be eligible for the Dean's Honor Roll (qualifications for Honor Roll are 3.5 in 12 or more graded hours).
6. You must be enrolled in the course you plan to elect for CR/NC during the allotted CR/NC period posted by the University. If you are not enrolled during that time, we will not process the form for you and you will not receive CR/NC for that course in the event you add the course at a later date.
7. If you plan to apply to another KU school, you will need to check with their admissions office to see if they will accept courses taken for CR/NC. The School of Education and the School of Business will not accept a grade of CR/NC for certain classes. The School of Pharmacy counts a grade of CR as a C. Please contact the schools that you may be interested in for the future.
8. PRE-LAW STUDENTS – Please check with the pre-law advisor in the University Advising Center if you have questions.
9. PRE-GRADUATE/PRE-PROFESSIONAL STUDENTS - Students planning to attend graduate or professional schools should check with their admissions offices to see how they interpret grades of credit or no credit.
10. PRE-MEDICAL PROFESSION STUDENTS - If you apply to medical schools, CR/NC grades do not affect the GPA's calculated by medical school application services. However, most medical schools recommend or require that core entry requirements, usually including biology, English, chemistry, organic chemistry, physics and mathematics, be taken for letter grades, not CR/NC.
11. **UNDER NO CIRCUMSTANCES CAN CR/NC BE CHANGED AFTER THE CR/NC PERIOD.** This means that you cannot elect CR/NC before or after the University posted time period nor can you change a course that has been selected CR/NC after the University posted time period.
REMEMBER, THERE IS NO WAY TO PETITION OR GET AROUND THIS.
12. If you want to void your selection of CR/NC you must return your receipt to us by the end of the University posted CR/NC period. **You must also keep your voided receipt.**
13. If you are in a discussion or lab that is separate from the lecture (e.g.. BIOL 100 is separate from BIOL 102), you will NOT be able to take both credit/no credit.

PLEASE REMEMBER TO KEEP YOUR RECEIPT. IT IS YOUR PROOF THAT YOU APPLIED FOR CR/NC. IT IS YOUR RESPONSIBILITY TO MAKE SURE YOU CAN PROVE YOU ELECTED OR VOIDED CREDIT/NO CREDIT.