

**ELECTION FOR CREDIT/NO CREDIT GRADE**

Name: \_\_\_\_\_ GGU ID# or SS#: \_\_\_\_\_

Term:  Fall  Spring  Summer 20\_\_\_\_ Course and Section Number: \_\_\_\_\_

Course Title: \_\_\_\_\_

Professor: \_\_\_\_\_ Units: \_\_\_\_\_

I have read the policies below and I wish to exercise the "Credit/No Credit" option in the course listed above.

Student Signature: \_\_\_\_\_ Date: \_\_\_\_\_

**POLICIES:**

- All required courses must be taken for a letter grade.** LLM students enrolled in JD required courses may elect "Credit/No Credit" grading for those courses.
- For all elective courses (including courses prescribed by the Academic Standards Committee), students may elect to receive, in lieu of a letter grade, a grade of "CR-Credit" or "NC-No Credit."
- Instructors will submit letter grades for all students for all courses (except courses which are only graded CR/NC, e.g. Legal Methods.) When students have elected the CR/NC option, the registrar will convert letter grades as follows: grades of "C" or better will be recorded as "Credit," and grades of "C-" or below will be recorded as "No Credit." CR/NC grades are not included in the calculation of students' grade point averages. No academic credit is awarded for "No Credit" grades.
- The deadline for submitting this form to the Law School Registrar's Office is the **day of the last class meeting for the course**, or the last day of instruction for the term for courses that do not meet for instruction (e.g. independent study). The "Credit/No Credit" election is irrevocable, except as provided in #6, below.
- The "Credit/No Credit" election must be kept **confidential**. After making the election, students should not indicate on their exams or notify their instructors that they are electing to take a course on a "Credit/No Credit" basis.
- The election is not revocable if a student receives "Credit."** If a student receives a grade of "No Credit," the student may request to have that grade restored to the actual letter grade received. This request must be made in writing by the deadline below which corresponds to the term in which the student made the election: Fall Semester, January 31; Spring Semester, June 30; Summer Session, September 15.
- JD students may elect to take up to nine (9) units on a "Credit/No Credit" basis for courses that are used to fulfill JD degree requirements. For JD students, this option is limited to **one course per term**, except in their final terms. LLM students may elect to take up to six (6) units on a "Credit/No Credit" basis for each LLM degree. Excluded from these limitations are units earned in courses only offered on a "Credit/No Credit" basis, as well as units transferred from another law school. There are no restrictions on SJD student "Credit/No Credit" elections. After completing their eight residency units, SJD students may also audit courses instead of taking them for a letter grade.
- Because "Credit/No Credit" grades are not included in GPA calculations, taking courses on a "Credit/No Credit" basis may make JD students ineligible for the Dean's List. Full-time JD students must complete a minimum of eight (8) letter-graded units and part-time JD students must complete a minimum of six (6) letter-graded units to be eligible for the Dean's List. There is no Dean's List for LLM students.