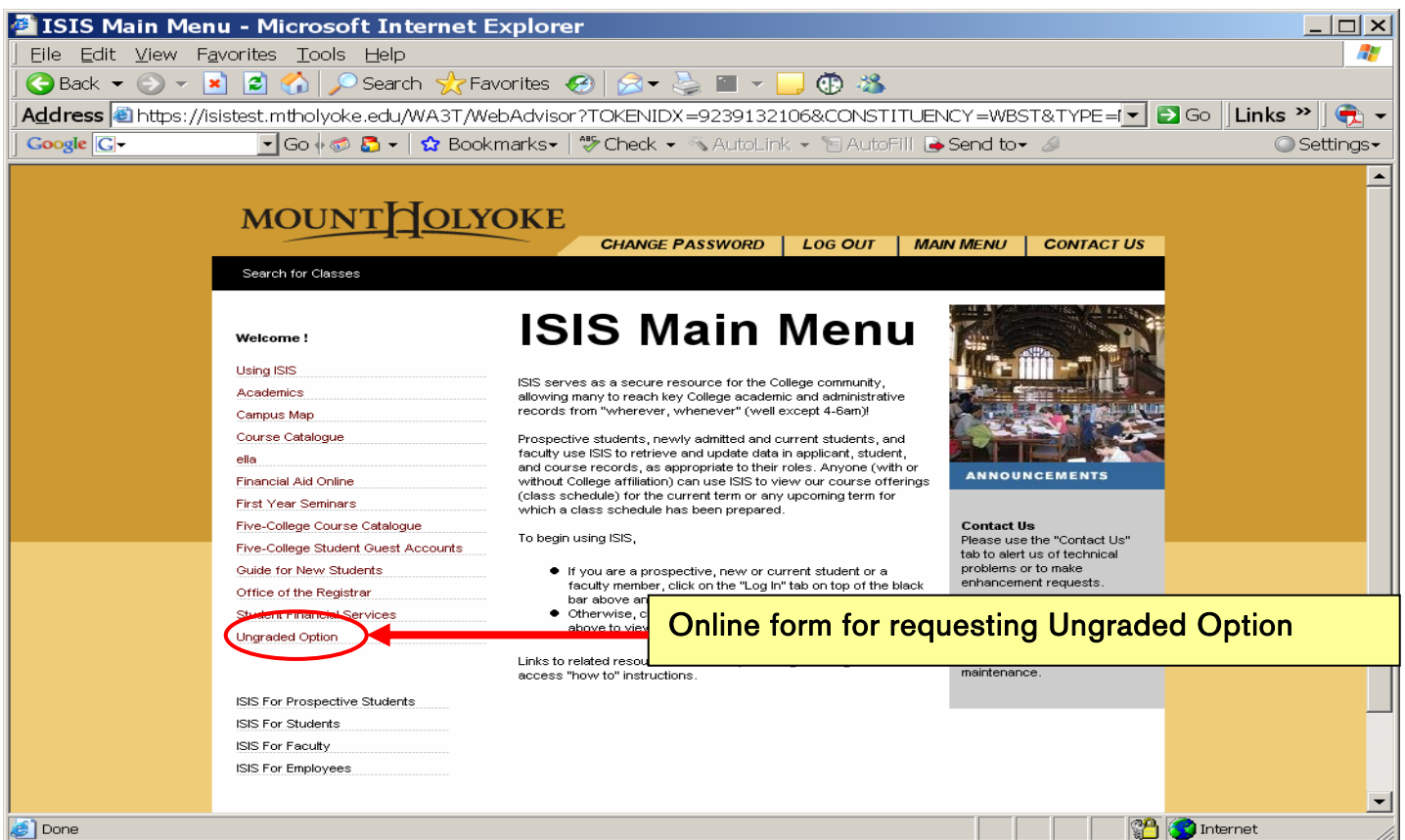


How to Request the Ungraded Option

The ungraded option allows an undergraduate student, within certain strict restrictions and deadlines, to elect to receive Credit/No-Credit grading in a small number of courses.

To request or learn more about the ungraded option, click on the "Ungraded Option" link on either the ISIS Main Menu page or on the ISIS for Students main page. This link is located in the left-hand column. To file a request, complete the online form in its entirety. Once you submit the request, an email is sent to the Office of the Registrar for processing. You should receive confirmation in forty-eight hours.

All policies pertaining to the ungraded option are described on the request form. It is important that you take the time to read the policies before you submit a request for the ungraded option.



The online request form is shown below.

- Courses - ISIS
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Ungraded Option

[College Policy](#)
[Ungraded Option Form](#)

College Policy

Each student may elect to take a total of four courses (or 16 credits) outside her major department on an ungraded basis under the following conditions:

- The election must be recorded in the Registrar's Office no later than the fifteenth academic day of classes, except that first-year students may declare the ungraded option through the fiftieth academic day of classes. No changes in the option may be made after that date. *The course taken under this option may not be used for distribution credit, to fulfill a language requirement, to fulfill the Multicultural Perspectives requirement, or to count toward the minor.*
- No more than one course may be elected on an ungraded basis per semester.
- The instructor's class list will not indicate who has elected the ungraded option.
- An ungraded course shall not be counted in the cumulative average, whether or not the student receives credit. CR (Credit) shall be recorded for a course taken under the ungraded option in which a student receives a grade of A through D-. If a student does not receive credit for an ungraded course, NC (No Credit) will appear on her transcript.
- Exception: Courses for which credit only is given and any five college course graded on a pass/fail basis only shall not be counted in the quota.

If you change your mind regarding the use of the ungraded option, and the deadline for you has not passed, please send an email to registrar@mtholyoke.edu requesting that we rescind your original request.

Ungraded Option Form - *Required Fields

1. Last name *

2. First name*

3. Middle name

4. Term*

5. Course name* (example Hist-101-01)

6. Email ID*

Submit



RELATED LINKS

- Academic Support
- Campus Map
- Classroom Viewer
- Faculty Profiles
- Library
- Majors & Minors
- MHC Deans
- New Student Information
- Student Financial Services
- Transcripts