

**Parkland College**  
**PETITION TO ENROLL AS A CREDIT/NO CREDIT (CR/NC) STUDENT**

Deadline for Submission: Midterm of the class session

**STUDENT INFORMATION** *(Print clearly or type)*

Last name \_\_\_\_\_ First name \_\_\_\_\_

Student ID \_\_\_\_\_ Daytime phone (\_\_\_\_\_) \_\_\_\_\_

Street Address \_\_\_\_\_

City, State, Zip \_\_\_\_\_

**REQUEST**

A CR/NC student will fully participate in all learning and evaluation activities in the class but will receive a credit (CR) or no-credit (NC) notation on the transcript instead of a quality letter grade. CR is equivalent to earning a grade of C or higher; NC is equivalent to a grade of D or F.

Course (Prefix, Number, Section) \_\_\_\_\_  Fall  Spring  Summer Year \_\_\_\_\_

Course (Prefix, Number, Section) \_\_\_\_\_  Fall  Spring  Summer Year \_\_\_\_\_

Course (Prefix, Number, Section) \_\_\_\_\_  Fall  Spring  Summer Year \_\_\_\_\_

**CLASS EXPECTATIONS**

The student is expected to:

1. Attend class regularly
2. Participate in all in-class learning activities
3. Complete assigned readings
4. Complete class assignments by posted deadlines
5. Take quizzes, tests, and exams

**AGREEMENT**

I have read the information on CR/NC on page two of this form and agree to abide by the class expectations. If I decide not to complete the class or meet the above expectations, I will withdraw myself from the class. I understand that I will be charged tuition and fees (per my residency rate) and additional course fees for the class.

Student's signature \_\_\_\_\_ Date \_\_\_\_\_

**Student submits signed form to Admissions & Records in U-214.**

**ADMISSIONS and RECORDS**

Student's enrollment status has been adjusted

Signature \_\_\_\_\_ Date \_\_\_\_\_

## Credit/No Credit Status

A student may take a class on a credit/no-credit (CR/NC) basis. Credit (CR) is equivalent to earning a grade of C or higher; no-credit (NC) is awarded for the equivalent of grade of D or F. Only one such course may count toward a degree or certificate. No quality points are earned towards the student's cumulative grade point average. The academic department may require that program course requirements be only taken for a quality grade. CR/NC does not result in a refund of tuition/fees.

COVID-19 Exception: All IAI-approved general education courses taken for CR/NC in spring semester 2020 and summer semester 2020 may be applied toward the completion of the General Education Core Curriculum certificate (see [here](#) for more information).

1. **Tuition and fees:** The student choosing the credit/no credit option pays the tuition and fees for the course according to his or her residency rate as well as additional course fees.
2. **Eligibility:** The student must meet the admission requirements for the college as well as the placement requirements and prerequisites for the course.
3. **Consulting with an academic advisor:** CR/NC grades may have an impact on transferability of credits, eligibility for graduate or professional school, maintenance of NCJAA/NCAA eligibility for student athletes, financial aid, and scholarship opportunities. The student is strongly encouraged to speak with an academic advisor prior to opting for CR/NC as a grading option.
4. **Class expectations:** The student is expected to engage in learning activities and complete all class assignments no different than other students in the class. If the student earns a grade of C or better in the class, the grade recorded on the transcript will be CR; If the student earns a grade of D or F, the grade on the transcript will be NC.
4. **Registration procedure:** The student registers for the class and then submits the credit/no credit request form to Admissions no later than midterm of the class session. Admissions will make a change in the student's enrollment status in the class. Once registered as a credit/no credit student, the student may not return to the conventional grading system (A,B,C,D, F) for the course.
5. **Grading procedure:** The class instructor submits the letter grade that the student earns on the class grading roster. Admissions maintains the procedure to convert the letter grade into a CR or NC grade on the transcript.

*Taken from Catalog/Student Services/Registration Procedure/Credit/No Credit Status*