

Registrar Services

Pass Option Designation (Graduate Studies)

Graduate students may request, upon consultation with the Academic Advisor for the grade of one passed module (up to 7.5 ECTS) to be excluded from the calculation of the GPA and to be replaced by a 'P' (for pass) on the transcript under the following conditions and limitations: **No more than one Pass Option may be applied during the entire graduate degree program. The Pass Option *may not* be applied on a failed module or on the Master thesis. The Pass Option can be applied at any point before graduation, but for all internal grade based evaluations the actual grade in the module will be considered.** Once applied, the Pass Option cannot be reverted into a grade or reassigned to a different module. Detailed regulations can be found in the appropriate policies.

Personal Information	
Matriculation N°	
Family Name	
First Name	
Major	
Current Semester (e.g., 1 st , 2 nd , 3 rd , etc.)	
Academic Advisor	

Pass Option	
Course N°	
Course Name	

Student's Signature	
"I hereby request that the course listed above is shown as a pass course on my transcript".	
Date	Signature

Academic Advisor's Signature	
"I hereby confirm that the course listed above should be shown as a pass course on the student's transcript".	
Date	Name, Signature