

## Late Pass/Fail Course Petition

\*\*only for students whose primary major is in SPHHS \*\*

Please complete this petition if you are requesting to elect a class pass/fail after the mid-semester date due to extenuating circumstances. For more details about elective pass/fail, please refer to the [Academic Regulations](#).

Poor academic performance or trying to increase your GPA are not grounds for a late pass/fail petition. The deadline for a late pass/fail petition is set by University Regulations. This deadline is strict, and exceptions are rare. SPHHS usually does not approve late pass/fail petitions after one year from the date of course completion.

### Instructions

- Complete the petition and include relevant supporting documentation.
- Email or bring the petition and supporting documentation to a SPHHS Student Success Advisor or to 121 Arnold House:
  - Tracy Eason: [taeason@umass.edu](mailto:taeason@umass.edu), 130 Arnold House
    - Public Health and Nutrition majors
    - SPHHS Exploratory Track (for students with last name starting with A-K)
  - Torin Moore: [tymoore@umass.edu](mailto:tymoore@umass.edu), 127 Arnold House
    - Kinesiology and Communication Disorders majors
    - SPHHS Exploratory Track (for students with last name starting with L-Z)

### I. Student Information

Name: \_\_\_\_\_ Email: \_\_\_\_\_@umass.edu Date: \_\_\_\_\_

SPIRE ID: \_\_\_\_\_ Primary Major: \_\_\_\_\_ Phone #: \_\_\_\_\_

Total Credits Earned: \_\_\_\_\_

**II. Course Information-** If your request is for more than one course, please attach an additional page with course details.

On Campus \_\_\_\_\_ UWW \_\_\_\_\_ Semester & Year (e.g. Spring 2021) \_\_\_\_\_

Course Dept. & Number (e.g. KIN 100) \_\_\_\_\_

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

Instructor's Name \_\_\_\_\_

Five Digit Class Number \_\_\_\_\_ Section \_\_\_\_\_ # of Credits \_\_\_\_\_

Five Digit Lab/Discussion Number \_\_\_\_\_ Section \_\_\_\_\_

**III. Reason for Request-** The following may be an acceptable reason for a late course withdrawal; **documentation is required.** Check all that apply.

- Personal or family illness (Medical documentation is required.)
- Personal and/or family difficulties (Documentation from a counselor or therapist describing the circumstances is required)
- Rejection of attempt to make course pass/fail by SPIRE due to presence of mandatory P/F course on student schedule (verifiable by Academic Dean through student enrollment history)
- Other (be specific)

For more information about supporting documentation, please visit our [website](#).

**IV. Explanation-** Briefly explain your request. Describe how the extenuating circumstance affected your academic work in the specified course.

