SPECIAL SERVICES
Promotion, Retention, Grading, and Graduation Requirements
Optional Pass-Fail Grading for High School Courses

This regulation supersedes Regulation 2436.9.

I. PURPOSE

To establish rules and procedures for students who choose to take one elective credit per year to be marked pass-fail.

II. SUMMARY OF CHANGES SINCE LAST PUBLICATION

A. Section III.A. has been reworded for clarity.

B. Section III.C. has been added, per Regulation 3209, Procedures, and Application for Physical Education Credit by Objective.

C. Section III has been renumbered.

D. Regulation 3209 has been added as a reference.

III. RULES AND PROCEDURES FOR PASS-FAIL GRADING

A. With parental or guardian approval, high school students are given the option of taking one credit per school year on a pass-fail basis. This may be applied to required health and physical education credits, world language credits, economics and personal finance requirements, and to credits other than those required for English, social studies, mathematics, laboratory science, and specialized courses such as Principles of Engineering Technology and Senior Technology Research taught at Thomas Jefferson High School for Science and Technology.

B. With parental or guardian approval, middle school students are given the option of taking one high school world language elective credit or one ESOL course that counts as a high school world language elective, per school year on a pass-fail basis.

C. Per Regulation 3209, students in grades 7 and 8 who are approved for the credit by objective program will take the health and physical education course as their one pass-fail course for that school year.

D. A double- or triple-period class taken for two or three credits in a professional technical studies field may be taken on a pass-fail basis as the one pass-fail credit per year.
E. Self-directed courses and independent study for elective credit courses may only be taken on a pass-fail basis and shall not be counted toward the one optional pass-fail elective credit per school year for a student.

F. No student may take more than two single-semester electives or one full-year elective per school year on the pass-fail system except as indicated in Sections III.C. and III.D.

G. Each student using the pass-fail option shall receive a P (in lieu of grades A through D) and a credit, or an F and no credit. Only the letter P or F shall be recorded on the scholastic record and report cards. If a student receives a P, it shall not be averaged into the student’s grade-point average. If a student receives an F, it shall be averaged in as an F in the standard grading system.

H. Any student electing to take a high school course as pass-fail shall indicate this by completing a Request for Pass-Fail Status form (SS/SE-119), which requires parental approval. For a full-year course, the form must be returned to designated school personnel on or before the 22nd school day of the first grading period. For a semester course, the form must be returned on or before the 11th school day of the semester. A student attending a school using a semester block schedule must return the parent approval form to the designated school personnel on or before the 11th school day of the block period. For summer courses, a student must return the form prior to the start of the class. This decision may not be reversed. (For the Pass-Fail Status form, please access: https://www.fcps.edu/sites/default/files/media/forms/se119.pdf.)

I. A student dropping a course being taken pass-fail and transferring to a new course shall have ten school days in which to decide if the new course will be taken pass-fail. The new course must meet the requirements of Section III.A. or III.B. of this regulation. A student in a school using a semester block schedule shall have five school days in which to make the decision. Once made, this decision may not be reversed.

J. Information concerning the pass-fail option shall be made available to all parents through publication in the Standard Course Offerings guide, which can be obtained in the school counseling office in the high schools as well as at the following website: https://www.fcps.edu/node/31232.

See also the current versions of: Regulation 3209, Requirements, Procedures, and Application for Physical Education Credit by Objective