

UFID	Last Name	First	Middle	College
UF E-mail Address	Course Prefix & Number	Section/Class Nbr	Term	

Please review all instructions carefully to ensure proper completion of this form.

S-U Grade Option Description

The S-U Grade Option allows a student to take a course and receive a grade of S (Satisfactory) or U (Unsatisfactory) if this application is submitted by the published deadline. The grade becomes part of the student's record but does not count in the grade point average as computed by the University of Florida. (NOTE: Other institutions may consider a U grade as failing in their grade point average calculation.) Check your schedule on ONE.UF for change to grading basis. **Once the S-U Grade Option is approved, students may not elect to revert to a letter grade. Courses taken to fulfill the Writing and Math or General Education Requirement may not be taken S-U.**

Eligibility and Required Signatures Before Deadline

S-U Grade Option applications for all students must be submitted by secure document upload to the Office of the University Registrar by the deadline published in the [university calendar](#). For Fall, Spring, and Summer C terms, the S-U Grade Option deadline is 11:59pm on Friday of the third week of classes. For Summer A and B terms, the deadline is 11:59pm on Wednesday of the second week of classes.

Eligibility and Required Signatures After Deadline

You must petition with your advising or dean's office for approval by exception to take the course listed using the S-U Option. For Fall and Spring, the deadline to petition and submit to the Office of the University Registrar is 11:59pm on the last day of classes. For Summer A, B, and C terms, the deadline to petition and submit to the Office of the University Registrar is 11:59pm two Fridays before the end of classes for the respective summer term.

Date Stamp

Undergraduate Students

- Be in good academic standing — not on probation.
- Submit the S-U Grade Option application by [secure upload](#) to the Registrar's Office by the deadline.
- Elect S-U Grade Option for **only one course per term**.
- Check the online [Undergraduate Catalog](#) for your college's S-U requirements.
- **All other courses — Please complete your sections of the form first, including course information and student signature, then obtain signatures from appropriate university officials by sending form via UFL email address only. NOTE: numbers 1-4 correspond to signature lines below.**
 1. Department chair or authorized representative's signature from the department offering the course
 2. Some departments require the instructor's signature before giving approval
 3. Dean or authorized representative signature of the student's college. **If petitioning after deadline the required signature is from the college or department petition committee. Contact your college dean's office.**
 4. Student's signature

Graduate Students

- Graduate students classified graduate, advanced graduate, or doctoral candidate may take any level foreign language course, as specified by the Graduate School, and any 1000- and 2000-level courses with the S-U Grade Option. Contact the Graduate School for details.
- Check the Graduate Catalog for your college's specific restrictions on the use of the S-U Grade Option.
- Submit the S-U Grade Option application by secure document upload to the Registrar's Office by the deadline.
- **Please complete your sections of the form first, including course information and student signature, then obtain signatures from appropriate university officials by sending form via UFL email address only. NOTE: numbers 5-8 correspond to signature lines below.**
 5. Supervisory committee chair's signature
 6. Course instructor's signature
 7. Graduate School representative's signature
 8. Student's signature

Undergraduate Signatures:

Graduate Signatures:

1. Dept. Chair/Authorized Representative	_____	Date	_____
2. Course Instructor	_____	Date	_____
3. Dean/College Representative (also for Petitions)	_____	Date	_____
4. Student	_____	Date	_____

5. Supervisory Committee Chair	_____	Date	_____
6. Course Instructor	_____	Date	_____
7. Graduate School Representative (also for Petitions)	_____	Date	_____
8. Student	_____	Date	_____

Submit to appropriate parties for signatures via email using your UFL email address.
 Submit completed form to the Office of the University Registrar via Secure Upload at www.registrar.ufl.edu/forms.
 Questions? Contact the OneStop Call Center at 352-392-2244 or submit a question via our [Contact Form](#).