

**SUBMIT TO TEACHER IN SUBJECT AREA**

**PROFICIENT/IN PROGRESS REGISTRATION  
FOR GLOBAL LANGUAGE COURSES**

The Pass/Fail grading option permits a Global Language student to take up to one full credit in a Global Language course without receiving a standard letter grade. However, it is extremely important to note that according to Board Policy:

Any course in which the Pass/Fail option has been elected may **not** be used towards the graduation requirement. Only one (1) credit may be elected in Global Language during a student's 9-12 language experience. The Pass/Fail Option selection must be made by the student before the end of the first grading period. At the student's request, the P/F option may be dropped, and the student may return to receiving a standard grade for this course. This request must be made prior to the last day of class. The student would then receive a letter grade for each grading period during that course of study. When the student drops the P/F Option, the option may be reemployed in a subsequent Global Language course.

For students who elect the P/F option in a Global Language, the following grades will be reported on the grade card:

*A grade of Pass (P) is recorded, provided that the student demonstrates **PROFICIENCY** in **EVERY SKILL**: listening, speaking, reading, and writing. A grade of Not Proficient (NP) is recorded for students who are not proficient in one or more skills, but whose grade remains 60% or higher. The NP will be counted as an athletic credit during a nine weeks grading period, because the student is performing at a 60% or better. A No Credit (NC) will be reported as a final grade for students who are not proficient in one or more areas at completion of the course. A Failing Grade (F) for students with a percentile grade less than 60% in the course will be recorded at the end of a nine weeks, a semester, and as the final course grade when appropriate. A final grade of (NC) or (F) will result in no credit granted for taking the Global Language course.*

**PLEASE GIVE THE COMPLETED P/I FORM TO THE TEACHER OF THE COURSE BEING TAKEN P/I.**

Indicate the course for which the P/I option has been previously used:

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Indicate the course for which you intend to use the P/I option this year:

	SUBJECT	TEACHER
First semester	_____	_____
or		
Second semester	_____	_____
or		
Full year subject	_____	_____
Name (please print)	-----	HR -----

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Parent/Guardian signature                      Date

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Student signature                                      Date