STUDENT INSTRUCTIONS PASS/NO PASS GRADE OPTION 2019-2020 SPRING





Instructions for how students can select the Pass/No Pass (P/NP) grade mode via Drexelone using Banner Registration

- 1. Login to <u>DrexelOne</u>
- 2. Select the Academics tab



3. Click the **Register for Courses** button in the Registration channel

Prepare to Regi	ster
If you need help pri appointment with y	or to registering, schedule an our academic advisor.
Review Registration View your current program, and who DegreeWorks Gradu Use DegreeWorks requirements and registration schee	Information : information such as academic status, en you can register for courses. lation Requirements : to review your graduation completed courses as you build your lule.
Review the Term Ma Use the Term Mas actually register.	aster Schedule ster Schedule as a guide before you
Schedule Ahead Build your schedu opens. You can re ready.	le before your registration time ticket gister from your schedule when you are
Registration	
Select the "Register	for Courses" button below to:
 Check for course Add/drop course 	e availability es
Register for Cours	ies



4. Select Register for Courses on the Registration Dashboard

::	S.	
<u>Stude</u>	nt • Registration	
Regis	tration	
Wh	at would you like to do?	
	Review Registration Information View your current information such as academic status, program, and when you can register for courses.	Register for Courses Search and register for courses, view and manage your schedule.
	Schedule Ahead Build your schedule before your registration time ticket opens. You can register from your schedule when you are ready.	Check Course Availability Looking for course sections? Browse the listing of current course sections.
	View Schedules View your current and past schedules.	Browse Course Catalog Look up basic course information like subject, course and description.

5. Select the **Term** in the Drop-Down and Click **Continue**



6. Select the **Schedule and Options** Tab





7. In the **Grade Mode** column, Select the link for the Section to change from **Standard Letter** to **Pass/No Pass**

Note: The link will only appear for gradable sections that were originally scheduled as Standard Letter.

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Student • <u>Registration</u> •	Select a Term •	Registe	r for Clas	ses							
Register for Classes											
Find Classes Enter CRNs Plans	Schedule and Options										
Title	Details	Hours	CRN \$	Schedule Type	Grade Mode	Level	Date	Status	Message	4	☆ -
Career Management and Professional	COOP 101, 011	0	30442	Lecture	Credit/No Credit	Undergraduate Quarter	02/19/2020	Registered	Registered fo	и С	
Common Exam Period - I	EXAM 080, 001	0	30009	Lecture	Non Gradeable Unit	Undergraduate Quarter	02/19/2020	Registered	** Web** Reg	jiste	
Common Exam Period - II	EXAM 081, 001	0	30010	Lecture	Non Gradeable Unit	Undergraduate Quarter	02/19/2020	Registered	** Web** Reg	iste	
Form, Function & Evolution of Vertebr	BIO 224, A	4	31198	Lecture	Standard Letter	Undergraduate Quarter	02/19/2020	Registered	** Web** Reg	jiste	
Form, Function & Evolution of Vertebr	BIO 224, 004	0	31888	Recitation/Discus.	Non Gradeable Unit	Undergraduate Quarter	02/19/2020	Registered	** Web** Reg	jiste	
Mathematics for the Life Sciences	MATH 239, 002	4	30521	Lecture	Standard Letter	Undergraduate Quarter	02/19/2020	Registered	** Web** Reg	jiste	
Organic Chemistry II	CHEM 242, 001	4	31264	Lecture	Standard Letter	Undergraduate Quarter	04/08/2020	Registered	** Web** Reg	jiste	
Techniques of Speaking	COM 230, 005	3	30224	Lecture	Standard Letter	Undergraduate Quarter	02/19/2020	Registered	** Web** Reg	jiste	

Find Classes Enter CRNs Plans	Schedule and Options					
Career Management and Professional	COOP 101, 011	0	30442	Lecture	Credit/No Credit	Undergraduate Quarter
Common Exam Period - I	EXAM 080, 001	0	30009	Lecture	Non Gradeable Unit	Undergraduate Quarter
Common Exam Period - II	EXAM 081, 001	0	30010	Lecture	Non Gradeable Unit	Undergraduate Quarter
Form, Function & Evolution of Vertebr	BIO 224, A	4	31198	Lecture	Standard Letter	Undergraduate Quarter
Form, Function & Evolution of Vertebr	BIO 224, 004	0	31888	Recitation/Discu	Non Gradeable Unit	Undergroduate Quarter
Mathematics for the Life Sciences	MATH 239, 002	4	30521	Lecture	Pass/No Pass	Undergraduate Quarter
Organic Chemistry II	CHEM 242, 001	4	31264	Lecture	Pass/No Pass	larter
Techniques of Speaking	COM 230, 005	3	30224	Lecture	Standard Letter	arter
Vertebrate Biology and Evolution Labo	BIO 225, 061	2	31201	Lab	Standard Letter	Undergraduate Quarter

8. After selecting Pass/No Pass for the Course Sections you wish to change, Click the Submit button

Mathemat	ics for the Life Sciences	MATH 239, 002	4	30521	Lecture	Pass/No Pass v	Undergraduate Quarter	02/19/2020	Registered	** Web** Registe	
Organic C	hemistry II	CHEM 242, 001	4	31264	Lecture	Pass/No Pass	Undergraduate Quarter	04/08/2020	Registered	** Web** Registe	
Technique	s of Speaking	COM 230, 005	3	30224	Lecture	Standard Letter	Undergraduate Quarter	02/19/2020	Registered	** Web** Registe	
Vertebrate	Biology and Evolution Labo	BIO 225, 061	2	31201	Lab	Standard Letter 🔻	Undergraduate Quarter	02/19/2020	Registered	** Web** Registe	Ŧ
chedule Schedule	I Schedule Details										
	Supday	Monday		The	adau	18/s days a days					
am	Sunday	wonday		Tue	esuay	wednesday	Thursday	/	Friday	Saturday	
im im	Junuay	monuay		IU	suay	weanesday	Thursday		Friday	Saturday	
am am	Sunday	monuay			rsudy	weanesaay	Thursday		Friday	Saturday	
am am am am	Sinday	wonday			rsuay	weanesaay	Thursday		Friday	Saturday	
am am am am am	Survey	moneay			rsuay	weanesday	Thursday		Friday	Saturday	



9. **Sign-Ou**t when Done.

