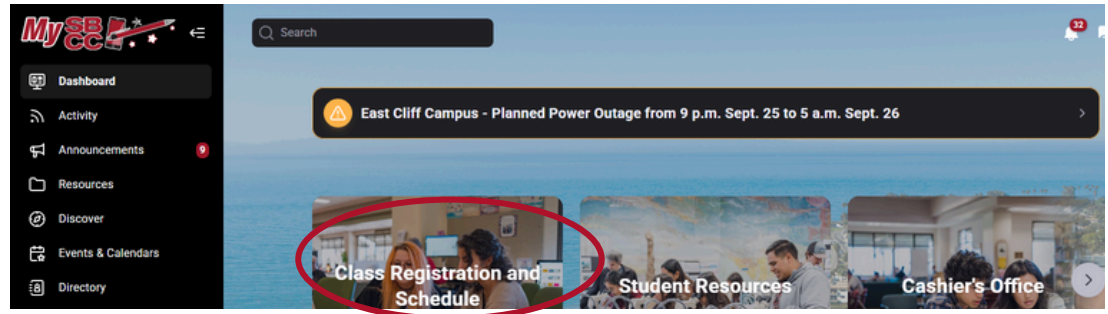


How to Change a Class to **Pass/No Pass**

SANTA BARBARA CITY COLLEGE | Welcome Center

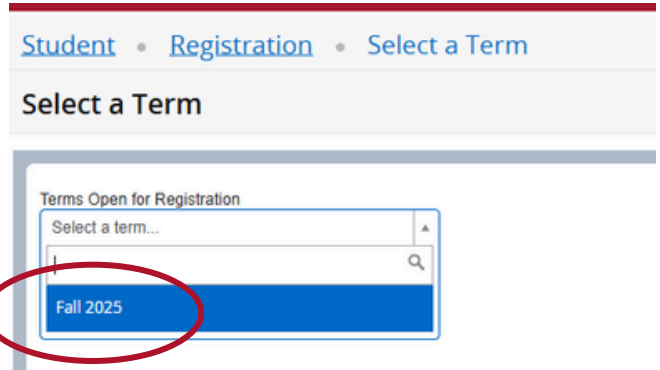
1. Go to My.SBCC.edu



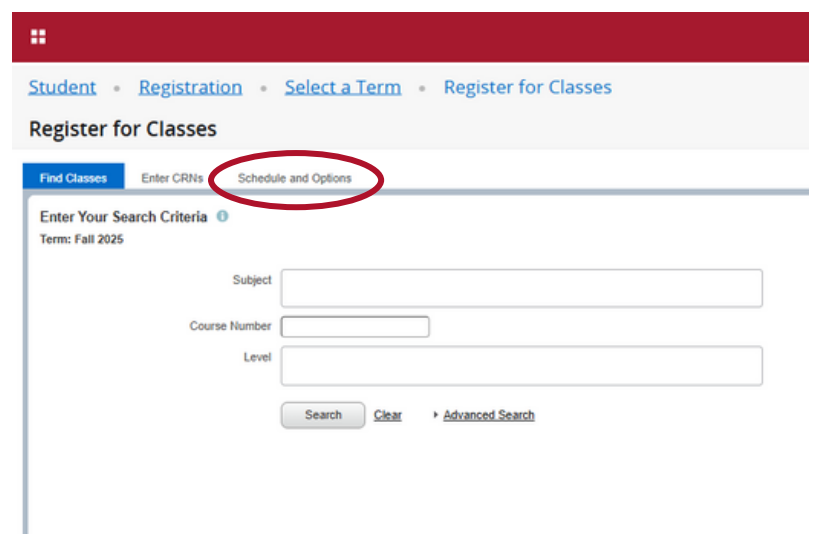
2. Hover over “Class Registration and Schedule” and **click** on “**Register for Classes**”



3. Select Enrollment Term

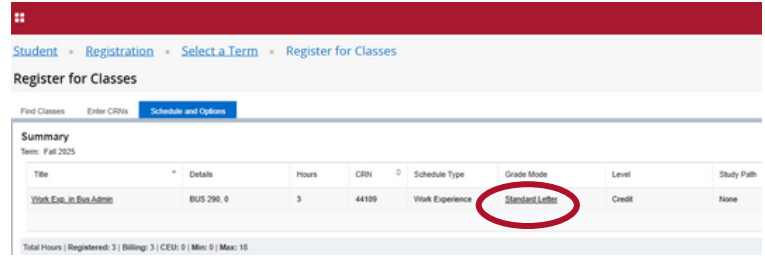


4. Click on “**Schedule and Options**”



Questions? Visit: www.sbccc.edu/enrollmentservices

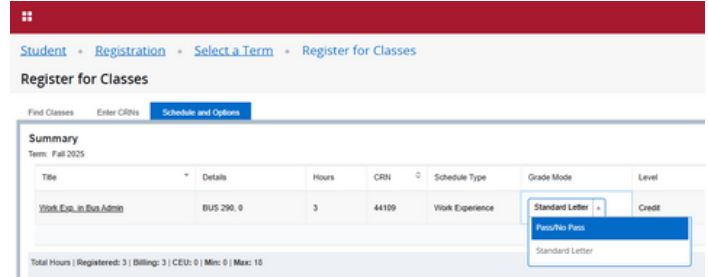
5. Click on “Standard Letter”
under “Grade Mode”



The screenshot shows the 'Register for Classes' page with the 'Grade Mode' dropdown menu open. The 'Standard Letter' option is highlighted with a red circle.

Title	Details	Hours	CRN	Schedule Type	Grade Mode	Level	Study Path
Work Exp. in Bus Admin	BUS 290, 0	3	44109	Work Experience	Standard Letter	Credit	None

6. Select “Pass/No Pass”



The screenshot shows the 'Register for Classes' page with the 'Grade Mode' dropdown menu open. The 'Pass/No Pass' option is selected and highlighted in blue.

Title	Details	Hours	CRN	Schedule Type	Grade Mode	Level	Study Path
Work Exp. in Bus Admin	BUS 290, 0	3	44109	Work Experience	Pass/No Pass	Credit	None

7. MAKE SURE TO PRESS “SUBMIT”



Submit