

Pass/NC Form
UNDERGRADUATE STUDENTS ONLY

Name: _____
Last First Middle

Student ID: _____ Major: _____

Phone: _____ Email: _____@citymail.cuny.edu

Semester: Fall Winter Spring Summer Year: 20_____

Course(s) Selected for Pass/NC

Registration Code Ex, 12345	Department Ex, PSY	Course Number Ex, 20200	Section Ex, 2MM	Credits Ex, 3

Conditions for Taking Courses Pass/NC

1. You may only take a maximum of 2 courses a semester; but no more than 16 credits total on Pass/NC basis (in addition to courses graded only Pass/NC).
2. The student must have completed at least 28 credits.
3. Required courses for your major, minor, and Pathways English Composition I and II may not be taken Pass/NC.
4. **Students must return this form to the Office of the Registrar by the deadline listed in the academic calendar. Students are not permitted to change to Pass/NC after the deadline.**
5. Make sure that you are officially registered for the course(s) before submitting the form.
6. Students should be aware that courses taken on a Pass/No Credit basis may not be transferable to other institutions.

Print Advisor's Name: _____

Advisor's Signature: _____ Date: _____

I wish to elect the above course(s) to be graded on Pass/NC basis and understand that I **cannot change** this selection later on to a letter grade.

Student's Signature: _____ Date: _____

Office Use Only

Processed by: _____ Date: _____