



REQUEST FOR PASS/FAIL GRADE

Date: _____ CUNY EMPLID: _____ Major: _____

Name: _____
(Please Print) Last First MI

Phone Number: _____ Baruch E-Mail Address: _____

I would like to have a P/F grade in _____ Semester: _____
Course/Section

Student's Signature: _____ Date _____

This form must be submitted to the Office of the Associate Dean (NVC 8-265) within the first 3 weeks of regular semesters (fall or spring) or the first week of winter or summer sessions.

Please see the Official Academic Calendar for specific dates.

Please review the restrictions and conditions of the P/F grade:

1. The Pass/Fail option is valid for students in the Weissman School of Arts & Sciences.
2. Students are allowed only **ONE** Pass/Fail option **during any semester**.
3. Students are allowed only **TWO** Pass/ Fail grading options (grades) toward their undergraduate degree. This option may **NOT** be exercised within the credit area/requirements for a student's **major, minor, or towards the fulfillment of general education requirements (the Required Core, Flexible Core, and College Option of the Pathways curriculum, or Tiers I, II, and III of the Common Core curriculum)**.
4. Students are **not** allowed to use the Pass/Fail option for: CMP/ENG 2800; CMP/ENG 2850; or 1000-level courses offered by the Department of Natural Sciences.
5. The pass/fail grading option may not be used for the additional BA requirements – the pre-Weissman Core: COM 1010 and foreign language, or for students following the Common Core Curriculum, foreign language, natural science, and cultural studies.

IMPORTANT: The Pass/Fail option cannot be rescinded once approved. This policy will remain in effect regardless your final grade in the course (A-F).

Students who transfer from the Weissman School of Arts and Science to the Zicklin School of Business or the School of Public Affairs will have all "P" grades changed to the earned letter grades on file with the Office of the Registrar.

Please contact the Office of the Associate Dean at (646) 312-3890 if you have any questions.

Office Use Only

Approved _____ Denied (Reason) _____ Authorized Signature & Date _____