BRONX COMMUNITY COLLEGE **CUNY**

Office of the Registrar
Colston Hall, Room 513
P: 718.289.5719 F:718.289.6308
www.bcc.cuny.edu/registrar

PASS/NO CREDIT GRADING SYSTEM

Undergraduate students may elect to be graded in courses according to either of two systems: (1) The traditional system of letter grades (A+ through F) or (2) The non-letter grades of Pass/No *Credit,* where "Pass" (P) is the equivalent of an "A,""B," "C," or "D" and *"No Credit"* (NC) is the equivalent of "F"(Grades of "P" and "NC" do not affect the student GPA.) Course requirements are the same regardless of the system a student may choose, but there are certain restrictions about how and when the student may choose the Pass/No Credit system. NOTE: This form cannot be used for courses with mandatory grading or minimum grade attainment.

_____   _____
Name of Student   Emplid

_____   _____
Course and Section   Instructor Name

_____ _____   _____   __/__/__
Student Signature   Date   Instructor Signature   Date

_____   _____ _____
Semester and Year   Did you opt for P/NC previously?   If yes, when?

FACULTY/INSTRUCTOR- INSTRUCTIONS

If your departmental policy allows P/NC grades, and you are agreeable to this student requested option, please sign and date the form, and return it to the student. It should be noted that the grade of "NC" shall be used only in place of "F" grades. It shall not be used to replace a "WU" or "INC" grade. The student must complete the course.

Effective Fall 2024

(a) A maximum of 2 courses (including repeated courses) at Bronx Community College may be taken on a Pass/No Credit basis, excluding remedial / developmental courses and courses with mandatory grading or minimum grade attainment.

(b) If a Pass/No Credit is given where it is not an allowed grade according to existing regulations, it will be converted to a letter grade by the Registrar's Office. Credit grades to a grade of "C;" No Credit grades to a grade of "F."

(c) Departments may opt to prohibit the use of Pass/No Credit grades in major courses, especially in areas where outside certification is required. ALL STUDENTS SHOULD CHECK WITH THEIR DEPARTMENTAL ADVISOR FOR POLICY.

(d) The request must be completed via this form, with the approval of the course instructor, and submitted to the Office of the Registrar by close of business on or before the last day to withdraw with a "W" grade. See the academic calendar for the deadline at www.bcc.cuny.edu/academics/academic-calendar/.

(e) It should be noted that the grade No Credit shall be used only in place of the grade of "F" in the semester requested. A P/NC grade may not override a previously earned "F," "WU," or "FIN" grade.

(f) Other colleges, graduate schools, professional schools, services, and employers may question the use of the Pass/No Credit grading option and may even apply their local interpretation of the P/NC.PLEASE NOTE: Eligibility for some financial aid grants may be affected by the choice of Pass/No Credit grades. It is the responsibility of the student to check.

THIS IS AN AGREEMENT BETWEEN STUDENT AND INSTRUCTOR - THIS AGREEMENT MUST BE SIGNED BY BOTH AND SUBMITTED TO OFFICE OF THE REGISTRAR. Completed and signed form may be submitted to registrar@bcc.cuny.edu by the deadline

_____
FOR OFFICIAL USE ONLY-REGISTRAR'S OFFICE

Processed by: _____   Date: _____
              Registrar Representative's Signature