



## REQUEST FOR PASS/FAIL GRADE

Date \_\_\_\_\_ S.S.# \_\_\_\_\_

Name \_\_\_\_\_ Degree/Major \_\_\_\_\_  
(Print) Last First MI

Address \_\_\_\_\_  
Street City State Zip Code

Baruch College E-Mail Address \_\_\_\_\_

I would like to have a P/F grade in \_\_\_\_\_  
(Course) (Section)

for term ending \_\_\_\_\_

Student's Signature \_\_\_\_\_ Date \_\_\_\_\_

Instructor's Signature \_\_\_\_\_ Date \_\_\_\_\_

**The form must be submitted to the Center for Academic Advisement – attn: Lilly Pervizaj**

### **Please review the conditions of the P/F grade:**

1. Requested only by students in the Weissman School of Arts & Sciences. \*
2. Requested during the first 3 weeks of the semester (1st week in summer session).
3. Students may take no more than one Pass/Fail option during any semester.
4. Students may not take more than eight courses P/F toward the undergraduate degree.
5. The option may not be exercised within the credit area of a students' major or minor nor may it be exercised for more than two courses given by any single department.
6. No student may use the Pass/Fail option in English Composition, English 2800, 2850 or in Literature 2800, 2850.
7. No student may use Pass/Fail option in a 1000-level course offered by Natural Science Department.
8. Pass/Fail option cannot be rescinded even though you earn an A, B, or C grade in the course.

### **Please note:**

1. If a student elects the Pass/Fail option and does not pass the course, the F grade received is included when computing the grade point average.
2. If a Weissman School of Arts and Sciences\* student transfers to the Zicklin School of Business, or the School of Public Affairs, all P grades will be changed to earned letter grades.
3. If a COL student is admitted to the Zicklin School of Business or School of Public Affairs, all P grades will be changed to earned letter grades.

Questions? Contact Ms. Lilly Pervizaj, Academic Advisor  
VC 5 – 215 Tele: 646-312-4260  
[academic.advisement@baruch.cuny.edu](mailto:academic.advisement@baruch.cuny.edu)