NJCU

OFFICE OF THE REGISTRAR
Hepburn Hall-214
Email: Registrar@njcu.edu
Website: www.njcu.edu/registrar
Phone: (201) 200-3334   Fax: (201) 200-2062

REQUEST FOR PASS – FAIL GRADE

(PRINT) LAST NAME	**FIRST NAME**	**STUDENT ID NUMBER**

NOTE TO STUDENT:

Pass/Fail Options: Students have the option of requesting a final grade of "Pass" or "Fail" instead of a letter grade in an elective course, in a general studies course (but NOT in an ACR course), or in an academic minor program course. The Pass/Fail option is limited to a total of **NINE** semester hours within the student's total degree program. No more than **ONE** course per semester may be selected under this option.

During the regular semesters, this application must be filed with the Registrar by November 15th for Fall and April 15th for Spring. During summer session, the deadline for filing is determined by the calendar for the specific summer session. See summer calendar for dates.

STUDENT COMPLETES THIS SECTION:

_____
Current Semester and Year

_____
Class#

_____
Course Title

_____
Instructor's Name

REGISTRAR'S OFFICE USE ONLY:

_____
Registrar's Staff Initials   Date

Student Email   (Required)

Student Signature   Date
(Type your name as your signature on the line above.)

	PRINT	SUBMIT