

"F" REPEAT POLICY FORM

Undergraduate Students only

Student ID/Empl ID: _____ Email: _____@CITYMAIL.CUNY.EDU

Last Name: _____ First Name: _____ MI: _____

- The "F" Repeat Policy only applies to courses taken after 1990.
- The number of failing credits that can be deleted from the G.P.A. shall be limited to sixteen credits for the duration of the student's undergraduate enrollment in institutions of the City University of New York (CUNY).
- If the second grade is C or higher (C- does not qualify) the original grade of "F" will not be used in the calculation of the G.P.A. (although the course and grade remain on the record).
- The revised G.P.A. will be used for academic progress and graduation minimum standards. However, the "F" grade(s) will apply to graduation honors and can affect other requirements for progress in the major.
- The implementation of the "F" Repeat Policy varies in some of the Professional Schools.
- Consult with the Office of the Registrar for specific applications of this policy.
- Please allow 3-5 working days for processing. When done, you will see the comment "Repeated" under the failing grade and your cumulative G.P.A. will reflect this.

Department	Course Number	Term Failed	Term Passed

Student Signature: _____

Date: _____

Official Use Only

Processed by: _____

Date: _____