P/NC & Unevaluated Withdrawal Option

Fall 2024 P/NC* & Unevaluated Withdrawal:

Wednesday, September 18 - Saturday, December 14, 2024

To submit an **_Unevaluated Withdrawal_** request please login to CUNYfirst and visit the **Student Center**. Click on **"Course Planning and Enrollment"** tile, select **"Drop Classes"**; select the semester; click on **"Stay Enrolled in_____";** then click on **"Drop Course"**; scroll down and click **"Get this Schedule"**; double check if the correct class is being dropped; scroll down and click **"Do Actions"**. Print out a copy for your files.

Election or cancelation of the **_P/NC grading option_** is **done by the student** by logging into the P/NC Portal: https://apps.qc.cuny.edu/pnc/

* Requires login using your QC Username (i.e. JDoe100) and password.
If you do not know your QC Username/password, or if you have not yet activated your QCUsername, please go to the O.I.T. Help Desk, located in DINING HALL, ROOM 151. If you are activating your account for the first time, you will need to go to the Registrar's Office to submit your P/NC request manually for this semester.

The Pass/No Credit option was created to allow you to explore new disciplines or take a genuinely challenging course.

Queens College's Pass/No Credit *(P/NC)* Option.

- Students may select one course each semester and one course in <u>either</u> Summer Session I or II for grading under the *P/NC* Option. (*Note:* Summer Session I and II are considered as one semester.)

- No more than 21 credits of *P/NC* may be applied toward the baccalaureate degree. Courses in which students may *only* earn a *P* or *NC* are not included in the 21 attempted *P/NC* credit limit.

- Instructors *cannot* submit a grade of *P* or *NC* except in courses where these grades are the only legal grade. All earned passing grades will be converted to *P*; *F* grades will be converted to *NC.*

- The *NC* grade is only assigned when an *F* is submitted by the instructor. If a student does not attend the course or if, as a result of excessive absences, the instructor has no basis on which to submit a final grade, a grade of *WU* may be assigned.

- **The grade of <u>WU will not be converted</u> to an *NC*. Only an earned failure is converted to an *NC*, thus students must still attend the class after selecting a P/NC grading option.** *WU* and *WF* grades in courses taken under the *P/NC* Option remain on the student's record and counts into the cumulative average.

Exceptions to the *P/NC* Option:

LASAR & Perspectives (PLAS) General Education (Fall 1981 – Spring 2013 Matriculants)

Students **may not** take the following courses under the P/NC Option:
- ACE Seminar Courses
- English 110, 120, 120W
- Graduate Courses
- Courses taken to satisfy the basic skills requirement in mathematics.
- All Writing-Intensive courses.
- Any course in a student's major, major concentration, or a prerequisite for a major requirement.
- Most minor requirements (review with a faculty advisor)

CUNY Pathways General Education (Fall 2013 - Spring 2015 Matriculants)

Students **may not** take the following courses under the P/NC Option:
- Graduate Courses
- All Writing-Intensive courses.
- Any course in a student's major, major concentration, or a prerequisite for a major requirement.
- Most minor requirements (review with a faculty advisor)

CUNY Pathways General Education (Fall 2015 Matriculants and after)

Students **may not** take the following courses under the P/NC Option:
- All courses taken to satisfy the QC Core – CUNY Pathways
- Graduate Courses
- Two* Writing-Intensive courses. *Note: * If the WI requirement has been fulfilled and the course is not meeting another General Education, major, or minor requirement, then the course can be P/NC.*
- Any course in a student's major, major concentration, or a prerequisite for a major requirement.
- Most minor requirements (review with a faculty advisor)

In joint majors and in specialized majors within departments, the determination of courses constituting the major for purposes of the *P/NC* option will be made by the student's concentration advisor.

Other Policies and Procedures:

1- Students who have received a *P* in a course that later becomes part of their major may appeal to the Undergraduate Scholastic Standards Committee to have the *P* replaced by the earned grade originally assigned by the instructor. (See Appeal Forms MyQC).

2- Selecting and Deselecting the *P/NC* Option: Students may select and deselect the *P/NC* Option by using the Web system. The choice must be finalized by the deadline. **P/NC choice is final and cannot be changed after the option deadline has passed.**

3- General College Honors: grades of P will not be applied to general college honors, which requires a student to complete at least 45 credits with letter grades (A, B, C, D, F) at Queens College, for more details, please refer to Undergraduate Bulletin 2018-2019 p. 63.

Things To Consider Before Election Of This Option:

If you plan to attend graduate or professional school, you should check their policy for calculating "P" grades before choosing the P/NC option. (See below).

A Word about Pass/Fail (aka "No Credit") from The Princeton Review

If your school offers you the chance to take an academic class pass/fail, don't do it. Take all your classes for letter grades. Admissions officers don't know what to make of a "pass" on your transcript. They may count it as a C or even a D in calculating your grade point average. They will certainly decide that you were coasting when you took that course. At the very least, you should never take a solid academic course pass/fail. (You may have no choice about taking some courses, like driver's education…pass/fail; that's not what we're talking about.)

A Word about Pass/No Credit from The Advising Center

A grade of "P" does not help nor hurt your GPA, but the "A" or "B" you later found out you would have received could have helped tremendously!

Also, remember, education is about learning, challenging yourself, and "leaning into your sharp edges."

Don't Do "Easy"! Education is an investment in yourself—only you can make the "deposit"- no one else will.