

No Credit (NC) Grade Request Instructions


Purpose The NC grade will only apply to earned F grade. A freshman (a student who has earned 30 credits or less) may apply to take a maximum of 8 credits, or 2 classes. Nursing students may apply for a NC grade to be assigned once during their 2nd – 4th clinical semesters.

All students requesting NC grade must meet the following requirements:

(1) Students must opt-in by the withdrawal deadline, and (2) Students must continue attending the class, complete all assignments, and take the final exam to qualify.

Note: Students who transfer to another institution should take into account that "NC" grade may be treated as "F" grade.

Procedure

Step	Action
1	Sign into BMCC Portal (https://mybmcc.bmcc.cuny.edu/my.policy) with your BMCC User ID and Password Note: Username and password are the same as your BMCC email account/BMCC PC log in.
2	Go to "Online Forms" on the right side
3	Click on 
4	Then Click on "No Credit (NC) Grade Form" link
5	Enter required information and click "Submit" button.