



Office of the Dean
33 Livingston Ave.
New Brunswick, NJ 08901
(732)932-9360

REQUEST FOR DELETION OF A GRADE OF “F” FROM THE GRADE-POINT AVERAGE

With the permission of the department (required for School 07 courses) a student may repeat a course taken at Rutgers University in which a grade of “F” was earned. If the grade is improved, the student may request that the original grade be deleted from the cumulative grade-point average. The original grade of “F” will, however, remain on the transcript. The repeated course must be taken at Rutgers.

This option may be used only once for a given course. If a student fails a course a second time, only the second “F” will be computed into the cumulative average.

For Theater Arts Majors, this regulation applies only to liberal arts courses.

Name _____ Campus P.O. Box _____

Student I.D # _____ Telephone Number _____

Class Year _____ Major _____

Course Failed:

Course Title _____

Course Number _____

Semester/Year Failed _____

Course Repeated:

Course Number _____

Semester/Year Passed _____

Grade Earned _____

Student’s Signature _____

Undergraduate Director or Chairperson’s Signature _____

Form must be returned to the Office of the Dean. It will be forwarded to the Office of Records & Transcripts.