NJIT New Jersey's Science & Technology University

Course Exclusion Form

Undergraduate courses excluded from the GPA based upon an approved change of major for matriculated students. Policy **effective 2011** fall and approved October 2011 by UCRC

Confirm the change of major has been processed via SPACMNT in Banner before submitting this form.

Note: W grades are not excluded.
All non-GUR courses from the old major **must** be excluded per CAA December 2011
Do not exclude any course that is part of the new major requirements.

Please print clearly

Student Name: _____ ID Number: _____

New Major: _____ New degree: _____

Old Major: _____

Course ID	Term / YEAR	Grade	Credits	Confirm not used for new major

Advisor's Name (Print) _____ Date _____

Dept. Chairperson's Signature _____ Date _____

FOR OFFICE USE:

Date Received: _____

Date Repeat Posted on Record and comment noted in Banner:_____ By_____

Note: Scan and e-mail or deliver form to G. Silva. Do not have student deliver form.
Process time is minimum two weeks upon receipt.