



NEW YORK CITY COLLEGE OF TECHNOLOGY

THE CITY UNIVERSITY OF NEW YORK

CPE APPEAL FORM: N104

300 Jay St. Brooklyn, NY 11201-2983
718. 260-5951 FAX: 718. 254.8274
Courseandstandards-cpe@citytech.cuny.edu

CPE Deadline Date: _____

Office use only

GPA #CRDS Apprvd Denied

Table with 4 columns: GPA, #CRDS, Apprvd, Denied

(Print) Name: Last First M.I

Student SS/ID#

Major Depart (MJ)

Date Submitted

Check: Semester last attended: Spring: Yr SU: Yr Fall: Yr

Check: Purpose of Appeal: 3x or above-CPE Failed WIC Absent Removal

In accordance with the CUNY Proficiency Exam regulations and guidelines, students are eligible to appeal for permission to take the CPE for a fourth time. Under no circumstances may a matriculated student take the CPE more than four times.

Directions: All the information that is requested on this appeal form must be completed prior to its being read by the CPE Course and Standards Committee.

The following information must be provided:

- 1. Academic history in Writing Intensive Courses.
2. Student's Statement should explain: (a) why you are making this appeal. (b) actions you have taken to help you prepare for this exam.
3. For Absent Removal you must provide supporting documentation.
4. Must provide email address.

*The CPE Liaison may contact you for an interview

Academic History in City Tech Writing Intensive Courses-WIC

Example: ENG and/or PHIL series

Table with 3 columns: Name of Course, Semester Year, Course Grade or Transfer- CR

Statement: _____

Please sign your name and clearly print your current address and phone number(s). **Attach relevant document(s)** before returning Appeal Form to N104.

Email Address: _____

Telephone#: _____ **Cell#:** _____

Address: _____

Street# _____ Apt# _____

City _____ State _____ Zip code _____

Student Signature: _____