

CREDIT BY EXAMINATION (CBE) PROCEDURES

Physics Department

Eligibility & Approval

Students must first meet with the Chair of the Physics Department to request permission to take a Credit by Examination (CBE). If approved, the student must complete the steps outlined below.

Application Process

1. Complete the **NJIT Credit by Exam Request Form**:
<https://generalssb-prod.ec.njit.edu/BannerExtensibility/customPage/page/stuCREDITbyExam>
2. Upon approval, the Physics Department will schedule the exam date and time.

Exam Schedule

- Exams are administered on the **first day of the Fall and Spring semesters**
- **Time:** 6:00 PM – 8:30 PM
- **Location:** To be determined

Important Registration Guidance

Students are strongly encouraged to **register for the corresponding Physics course and lab in advance** to secure their preferred section and schedule.

- If the student **passes** the CBE, they may drop the lecture within the first week of classes (before the official drop deadline).
- If the student **does not pass**, they may remain enrolled in the course.
- The CBE is graded on a **Pass/Fail basis**.

Fees & Credit Posting

- A **\$50 fee** will be charged to the student's account.
- The **Office of the Registrar** will post credits for students who pass the exam.
- Credits will appear on the NJIT transcript similar to **transfer credits** and will **not impact GPA**.

Exam Format

- Duration: **2.5 hours**
- Format: **In-person, on campus** (unless otherwise specified)

Lab Component

The CBE applies **only to the lecture portion** of the course and does **not include the lab component** (e.g., PHYS 121A).

- The lab must be completed separately during the **Fall, Spring, or Summer semester**.
- A permit may be required to enroll in the lab.
- Permit requests can be submitted here: <https://physics.njit.edu/permits>