

Course Repeat Policy at Banner Institutions

INSTITUTION	COURSE REPEAT POLICY						
<p>University of California at Davis</p> <p>repeat limit: 1 per course (more attempts requires approval)</p> <p>no repeat for grades A-C</p> <p>2nd grade counts in GPA – max total 16 UG credits and 9 GR credits for repeat (after that, all grades count)</p>	<p>Repeating Courses: Undergraduate students may only repeat courses in which they received a D, F or NP. Courses in which students received a grade of D or F may not be repeated on a P/NP grading basis. (Courses in which a grade of NP was received may be repeated on a P/NP grading basis.)</p> <p>Degree credit for a repeated course will be given only once, but the grades assigned for both the first and second time a course is taken will appear on the student's transcript. In computing the GPA of undergraduates who have received a grade of D, F or NP, only the grade and corresponding grade points earned the second time a course is taken will be used, up to a maximum of 16 units for all repeated courses. After the 16-unit maximum is reached, the GPA shall be based on all grades assigned and total units attempted.</p> <p>Repeating a course more than once requires approval by the appropriate college dean. Departments may restrict the repetition of a course if it is a prerequisite to a course the student has already completed with a grade of C– or better.</p> <p>In computing the GPA of graduate students who have received a grade of C, D or F, only the most recently earned grade for each course and corresponding grade points will be used, up to a maximum of 9 units for all courses repeated. After the 9-unit maximum is reached, the GPA shall be based on all grades assigned and total units attempted.</p>						
<p>California State University at Northridge (not a Banner school)</p> <p><u>undergraduate grade forgiveness:</u></p> <p>repeat limit: 2 per course; 1 per course if goal is improving grade; 2nd repeat requires dean approval</p> <p>highest grade counts in GPA (first 16 hours)</p> <p>all grades count in GPA (subsequent 12 hours)</p> <p>no repeat for grades A-C</p> <p>no grade forgiveness for grades result of academic dishonesty</p> <p><u>graduate repeat</u></p> <p>repeat limit: 1 per course, 6 hours overall</p>	<p>Repeat Policy: Students enrolling in a course for the first time receive priority over students who wish to repeat a course. Students may repeat a course on a space-available basis <i>before</i> the term or semester begins, starting with the dates in the chart below:</p> <table border="1" style="margin: 10px auto;"> <tr> <td style="text-align: center;">Term:</td> <td style="text-align: center;">Repeating a course is permitted beginning:</td> </tr> <tr> <td style="text-align: center;">Spring 2013</td> <td style="text-align: center;">Thursday, January 17, 2013 (<i>classes begin January 22</i>)</td> </tr> <tr> <td style="text-align: center;">Fall 2013</td> <td style="text-align: center;">Thursday, August 22, 2013 (<i>classes begin August 26</i>)</td> </tr> </table> <p>On the first day of fall and spring classes through the end of Week 3, a permission number is required to add a class, including repeated courses. For all registration dates, see the <u>Semester Bulletin</u>. For Late Registration dates and policies, see <u>Add and Drop Classes</u>. Repeat policies and unit limits differ for undergraduate and graduate students as summarized below.</p> <p>Undergraduate Students: A maximum of 16 semester units of CSU Northridge coursework in which an undergraduate student earned less than a C grade may be repeated for the purpose of excluding grades (or grade forgiveness) from the computation of a student's overall GPA. Only the first 16 semester units repeated are eligible for grade forgiveness. All subsequent repeats will be averaged into the student's total GPA.</p> <p>After the first 16 units of repeated coursework, an additional 12 semester units may be repeated for grade averaging, but not grade forgiveness. Both the original and the repeated grades shall be calculated into the student's total GPA.</p> <p>Any course taken at CSUN must be re-taken at CSUN to replace (or forgive) the previous C-, D, F, or WU grade within the 16-unit maximum. Any course repeated at another college will be averaged into your cumulative GPA; your previous grade will not be forgiven. Enrolling in an individual course for the third time is generally not permitted. For exceptions, consult your <u>academic advisor</u> and complete the <u>Third Repeat Approval Request</u>.</p> <p>Graduate Students: Students pursuing a graduate degree must maintain a minimum 3.0 (B) average in the formal program and the cumulative grade point average. No grade below a C can be counted in the formal program. Any grade of C- or below in the formal program must be repeated after an approved course repeat form has been filed. If the student does not receive a C or better on the second attempt, the student will be disqualified from the program. A maximum of 6 units in the formal program may be repeated at the graduate level. The repeat grade will appear on the transcript. Departments may have higher standards that take precedence over the university policy.</p>	Term:	Repeating a course is permitted beginning:	Spring 2013	Thursday, January 17, 2013 (<i>classes begin January 22</i>)	Fall 2013	Thursday, August 22, 2013 (<i>classes begin August 26</i>)
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<p>Colorado State University</p> <p>repeat limit: 1 per course (max 10 credits overall)</p> <p>2nd grade counts in GPA</p> <p>if a 3rd or more attempts occur, all grades except 1st are used in GPA</p>	<p>Repeat/Delete Policy: Repeat/Delete is a one-time per course grading option that may be used by undergraduate students to repeat a course in an effort to achieve a better grade. The following rules apply:</p> <ul style="list-style-type: none"> ▪ The grade received the second time will be used to calculate the student's grade point average (GPA), regardless of whether the repeated grade is higher the same as, or lower than the initial grade received. The initial grade remains on the student transcript, but is not used in calculating the GPA. ▪ The student must request the Repeat/Delete option from the Registrar before the expiration of the W-drop period in the first semester in which the course is repeated. ▪ May be used for a maximum of ten credit hours. ▪ If a course is repeated at any time after using the Repeat/Delete option, all grades received for that course, except the initial grade, are used in computing the student's GPA. ▪ Although a course may be repeated as often as a student chooses, the Repeat/Delete option can be used only the first time a course is repeated.
<p>East Carolina University</p> <p>repeat limit: max 4 per course or overall for 1000-3000-level courses</p> <p>no repeat for grades A-C</p> <p>last grade counts in GPA</p> <p>all attempts count for senior-level courses (?)</p> <p>repeat requires approval</p>	<p>Grade Replacement Policy: A student is permitted to use the Grade Replacement Policy a maximum of four times for courses below 3000 in which he or she has earned a grade of D or F. For example, a student may replace a grade in four different courses or may replace a single course grade a maximum of four times or a combination thereof not to exceed the limits of the policy. Approval to use the policy will not be given if a student wishes to repeat a course after he or she has successfully completed an advanced course covering the same or similar material (e.g. a course for which the repeated course is a prerequisite.)</p> <p>The grade replacements will be automatically processed for courses worth 3 or more semester hours. The student must request a grade replacement for 1 or 2 semester hour courses by completing a grade replacement form and submitting it to the Office of the Registrar. The grade replacement form must be submitted by the last day of classes of the semester in which the student retakes the course in order for the grade replacement(s) to be reflected in the student's GPA and Academic Standing for the current semester. Although the original grade will not be used in determining the GPA of the student, the original grade will remain on the student's permanent academic record and will be included in the calculation for degrees with distinction. The replacement grade, or last grade, stands. Students receiving an F on the replacement grade must repeat the course if credit is required for graduation. In the event that the original grade was a D, no additional credit hours will be awarded. The grade replacement policy does not apply to courses taken prior to fall 1994.</p>

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<p>Florida Atlantic University</p> <p>repeat limit: 2 per course or overall</p> <p>last grade counts in GPA</p> <p>repeat requires approval</p>	<p>University Forgiveness Policy (Repeated Courses): The University Forgiveness Policy permits an undergraduate student to repeat a 1000- to 4000-level FAU course and allow only the last grade to count in the grade point average. The policy permits undergraduate students in a five-year baccalaureate program to repeat a 5000-level course in that program and allow only the last grade to count in the grade point average.</p> <p>Undergraduates are permitted to apply the forgiveness policy at any time prior to graduation to a grade earned in a course taken during the completion of their degree program at FAU. Students are permitted to apply the forgiveness policy to any grade earned in a course taken at FAU and repeated at FAU. This policy may be applied only twice during a student's study at the University and must be requested by the student for each course repeated.</p> <p>Forgiveness Policy Request forms are available here or in the Office of the Registrar and should be submitted prior to or during registration for the term in which the course is to be repeated. The policy does not remove the previous grade, but eliminates the effect of that grade on the FAU cumulative GPA by removing it from the computation. Grades awarded due to academic irregularities cannot be repeated under the Forgiveness Policy. (See University Regulations, Chapter 4, Regulation 4.001, Code of Academic Integrity at www.fau.edu/regulations.) For transferred courses, grade forgiveness by the prior institution will be honored by Florida Atlantic University.</p> <p>In the event that a student chooses to repeat a course that is no longer offered by the University, it is the prerogative of the academic unit that offered the original course to either deny the student's request or to designate an appropriate, related substitute course.</p>
<p>George Mason University</p> <p>no repeat limit</p> <p>last grade counts in GPA</p> <p>departments may disallow repeat or require approval</p>	<p>Repeats: For undergraduate classes not repeatable for credit, undergraduate degree students may repeat courses for which they seek a higher grade. Academic programs may restrict repeats of certain departmental or college courses in the major. Excessive repeats may result in termination from the major by a student's dean. A grade received in a repeated course will replace a grade in prior takings of the same course in the calculation of the cumulative GPA, even if the more recent grade is lower. Duplicate credit is not given. Repeat rules apply to taking the same course and courses designated in the catalog as equivalent. Repeat rules apply throughout a student's academic history. All instances of courses and their grades remain part of the student's transcript. No adjustment to the cumulative GPA will be made when the grade in the repeated course is W. A grade in a Mason course will not be excluded from the cumulative GPA based on a subsequent taking of an equivalent course at a transfer institution. The exclusion of earlier grades of repeated courses will not change the academic standing or dean's list notations for the earlier semester. Note that individual programs may disallow students from retaking certain high-demand courses simply for the purpose of improving their grade. Programs may also require departmental permission for students to repeat certain department, school, or college courses.</p>
<p>George Washington University</p> <p>no repeat limit</p> <p>all grades count in GPA</p> <p>repeat requires approval</p>	<p>Repeats: In the case of a student who is allowed to repeat a course, the first grade received remains on the student's record and is included in the grade-point average.</p>

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<p>Georgia State University</p> <p>repeat limit: 4 overall</p> <p>subsequent grades count in GPA</p> <p>repeat requires approval</p>	<p>Repeat to Replace Policy: Under the conditions outlined below, undergraduate students who have retaken courses and earned a higher grade may request to have the first grade excluded from their institutional GPA. If the request is approved, the Office of the Registrar will make appropriate notations next to the original course and the retaken course on the student's official transcript. Grades for all attempts at the course will appear on the student's official transcript regardless of whether or not the grade has been excluded from the student's GPA. This policy has no effect on any GPA requirements set by state or federal laws/regulations (such as the GPA requirements set by the HOPE scholarship program). A copy of the request and approval will become part of the student's permanent record file. The attempt to repeat must be made in Fall 2011 or thereafter. Students who have repeated courses prior to this date will not be allowed to delete earlier attempts from their GPA calculation. Units may prohibit students from repeating certain courses.</p> <ul style="list-style-type: none"> • Before requesting to apply the repeat-to-replace policy, a student must have retaken the same undergraduate course (or the renumbered substitute for that course) in the same department at GSU and earned a higher grade in the course retaken. • No more than a total of four course grades (from four different courses) may be replaced and excluded from the student's GPA. • Requests must be submitted before the beginning of the term of graduation. • Once a request has been approved the request cannot be revoked or reversed. • This policy applies only to the first recorded grade in a course that a student has repeated. For example, suppose that a student took a course three times. The student may use the second or third grade to replace the first grade. The student may not use the third grade to replace the second grade. • Only grades that are part of a student's GPA may be replaced. For example, Ws, Ss, and Us cannot be replaced.
<p>Georgia Institute of Technology (Georgia Tech)</p> <p>no repeat limit</p> <p>1st-time freshmen may have D/F removed earned in first two terms (1 per course, 2 overall)</p> <p>course must be repeated in first four terms</p> <p>last grade counts in GPA (outside grade sub policy)</p>	<p>Grade Substitution:</p> <ol style="list-style-type: none"> 1. First-time freshman students who receive a grade of <i>D</i> or <i>F</i> in a course within their first two terms in residence (first three terms for those who begin in the Freshman Summer Session) are eligible to repeat the course and have the original grade excluded from the computation of the academic average. Grade substitution may be used only once per course, with a maximum of two courses total. 2. The course must be repeated at Georgia Tech within the student's first four terms in residence (first five terms for those who begin in the Freshman Summer Session). The application for grade substitution must be filed with the Registrar's Office no later than the deadline for withdrawing from a course during the student's next term in residence after the course is repeated. 3. The original course and grade will continue to appear on the student's transcript, with a notation that the course was repeated and that the original grade is not included in computation of the academic average. Credit for the course will be counted only once. 4. If the revised academic average results in a change in academic standing for any term, then the revised standing will be reflected on the student's transcript. If standing is changed from "Dismissal" to a higher standing, it will be recorded as "standing from Dismissal" and the dismissal will continue to be counted with respect to regulations and policies related to Withdrawal and Readmission. 5. A course is not eligible for grade substitution if the student was found responsible for any academic misconduct in that course regardless of how many times it is repeated.

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<p>Harrisburg Area Community College</p> <p>repeat limit: 2 (without approval)</p> <p>no repeat for grades A-C (exceptions for C – see policy at right)</p> <p>no mention of how grades count in GPA</p>	<p>Repeat Course Students may repeat a credit course for which they have received a D, F, I, IF, W, Y, YD, or YF grade. A student may register for a course 3 times without permission. Thereafter, the student must meet with an advisor or a counselor to discuss an educational plan and get the advisor or counselor's signature on the Repeat Approval form to repeat the class again. If there is a need to repeat the course in subsequent semesters, the student will need to get the advisor's or counselor's signature on the enrollment form each semester for continued monitoring.</p> <p>Students may repeat courses for audit with no regard to the initial grade earned or the number of years that have elapsed. Students must exercise the audit option at the time of registration or within the first three weeks (or equivalent) of the semester.</p> <p>Students may not repeat a course for which they have received a grade of C or higher unless the student/class meets the criteria set forth in this procedure.</p> <p>Students who have received a grade of C or higher in a course may repeat for credit under the following conditions:</p> <ol style="list-style-type: none"> 1. The course is a sequential course and is a prerequisite for a subsequent course, and three or more years have elapsed since the course was taken, and 2. The student wishing to repeat the course is in an allied health program. The course is a required science course or a prerequisite for a science course, and three or more years have elapsed since the course was taken. <p>Students should be advised that certain financial aid awards may not cover repeats.</p>
<p>Miami University</p> <p>repeat limit: 1 for passing grades</p> <p>all grades count in GPA</p>	<p>Repeated Courses: A student may repeat any course for which no credit has been granted. A student may repeat only once for credit a course in which credit has previously been earned. All grades are counted in the cumulative average, but the credit hours earned in the course will count only once toward graduation. This rule does not apply to those courses designated by a department as being repeatable, nor does it supersede Section 1.2.H on repetition of credit/no-credit courses.</p>
<p>Mississippi State University</p> <p>repeat limit: 2 overall (8 hours)</p> <p>no repeat for grade A</p> <p>subsequent grades count in GPA</p>	<p>Academic Forgiveness (Course Retake) Policy. Effective Fall semester 2007, for courses taken during or after fall semester 2003, an undergraduate student will be permitted to retake up to two courses, not to exceed eight hours, in which he or she made a B, C, D or F. The original grade will remain on the transcript but will be noted by *S and will not count toward the GPA. This policy will be applied only to courses taken at Mississippi State University. For specific regulations and instructions on this policy, students should contact the Registrar's Office or refer to Academic Operating Policy 12.20.</p>

