Repeat Policy: See Below

Name: ___________________________ Eastern ID #: ______________________

Last   First     M.I.

COURSE BEING REPEATED

<table>
<thead>
<tr>
<th>5-DIGIT CRN</th>
<th>SUBJECT</th>
<th>COURSE NO. / SEC.</th>
</tr>
</thead>
</table>

Semester Repeating Course: ___________________________ Year: ______

Semester Course Previously Taken: ______________________ Year: ______ Grade: ______

Note: A repeated course cannot be placed on credit/no credit

A course repeated after the degree has been awarded cannot be excluded. The original grade remains in the cumulative GPA and credit is earned only once.

BIO 120, BIO 130, BIO 220, BIO 230 – requires department chair approval: __________________________

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Repeat Policy
Effective Fall 2004 – Undergraduate Courses

- An undergraduate course in which a student earned a grade of C or higher cannot be repeated for a letter grade. It can only be audited.

- If the student earned a C-, D+, D, F, CR, or NC in a course, the student can repeat the course for a letter grade, but cannot place it on credit/no credit.

- The following rules apply to each of the first three different courses repeated for the first time:
  a.) If the first grade was a C-, D, D+, or F, then the higher of the two grades earned in the repeated course will be calculated in the grade point average, and credits will be earned only once.
  b.) If the course was placed on credit/no credit when taken the first time, then the letter grade earned from the repeat will be calculated in the grade point average, and credits will be earned only once.

- All grades earned in subsequent course repeats, whether they pertain to courses repeated once already or courses repeated for the first time, will be calculated in the grade point average. However, no course may be counted more than once toward the credits needed for a degree.

- The transcript will show all grades earned, both those calculated in the grade point average and those not calculated.

I have read and understand the University Policy.

Student Signature: ___________________________ Date: ______________________

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For Office Use Only:
Processed by: ___________________________ Date: ______________________

Number of grades EXCLUDED on academic record: ______ Has this student graduated? ______

Revised: 01/2012