



**REPEAT COURSE FORM
GRADUATE COURSE**

Repeat Policy: See Below

Name: _____ Eastern ID #: _____
Last First M.I.

COURSE BEING REPEATED

| 5-DIGIT CRN | SUBJECT | COURSE NO. / SEC. |
|-------------|---------|-------------------|
| | | / |

Semester Repeating Course: _____ Year: _____

Semester Course Previously Taken: _____ Year: _____ Grade: _____

**Repeat Policy
Effective Summer 2010 – Graduate Courses**

Repeating Graduate Courses for credit

*In general, graduate students may not repeat courses for credit. The following exceptions apply:
Students may repeat graduate level courses for credit and replace the earlier grade under the following conditions:*

- A student who has gone beyond the 6-year degree completion limit may repeat a course so that it is within the time limit.
- A student who originally received a B-, C+, C, C-, D+ may repeat the course so long as the student
 1. Has not previously repeated a course for credit,
 2. Has an overall GPA of 3.0 or above,
 3. Has not received any F's, and

This exception is allowed only once during the Master program.

A student in the MS with Teacher Certification who receives a C- or below must repeat the course to remain in good standing with the Certification Program. According to CARE policies the student cannot continue with her/his program of study until the course has been repeated and the grade is above a C.

The Dean of the Graduate Division, in consultation with the student's advisor, may allow additional exceptions in extenuating circumstances, but in that case, both grades will be counted in the student's GPA.

Each student's transcript will show all grades earned, regardless of whether they are counted in the GPA.

Repeating courses for no credit:

See the course audit policy.

I have read and understand the University Policy.

Student Signature: _____ Date: _____

For Office Use Only:

Processed by: _____ Date: _____