

REPEAT COURSE FORM UNDERGRADUATE COURSES

(Submit to Registrar's Office once completed)

Repeat Policy: See Below

Name	Footom ID #
Name:	Eastern ID #:
COURSE BEING REPEATED	1.
5-DIGIT CRN SUBJECT COURSE NO. / SEC.	
1	
Semester Repeating Course:	Year:
Semester Course Previously Taken:	Year: Grade:
Note: A repeated courses cannot be placed on credit/no credit A course repeated after the degree has been awarded cannot GPA and credit is earned only once. BIO 120, BIO 130, BIO 220, BIO 230, CHE 210, CHE 211 – requires	·
Repeat Policy Effective Fall 2004 – Undergraduate Courses	
 An undergraduate course in which a student earned a grade only be audited. 	of C or higher cannot be repeated for a letter grade. It can
 If the student earned a C-, D+, D, F, CR, or NC in a course, cannot place it on credit/no credit. 	he student can repeat the course for a letter grade, but
The following rules apply to each of the first three different co	ourses 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 the repeated for the first time, will be calculated in the grade poir once toward the credits needed for a degree. 	• •
The transcript will show all grades earned, both those calculate.	ted in the grade point average and those not calculated.
I have read and understand the University Policy.	
Student Signature (Sign and Print)	Date:
For Office Use Only:	
Processed by:	Date:
Number of grades EXCLUDED on academic record: Has this student graduated?	

Revised: 01/2012