

Repetition of Courses	Procedure Number	526
	Effective Date	1-1-19

1.0 PURPOSE

To establish the rule for students needing to enroll in courses in which they have already have previously enrolled.

2.0 REVISION HISTORY

Adopted on:

July 1993

Revised on:

March 2015 by Student Success Committee;

December 10, 2018

3.0 PERSONS AFFECTED

Students

4.0 DEFINITIONS

5.0 PROCEDURES

Any student who has taken a course may repeat the course in order to change the original grade. A “W,” or “F” received for courses will be considered as courses attempted, not earned. All courses attempted (including repeats) will remain on the transcript. The last grade earned will be used in computing the grade-point average. If a student repeats a course in which a passing grade (A, B, C, D) was earned and receives an “F,” the credit previously earned will be invalidated; the grade of “F” will be used in computing the grade-point average. Federal financial aid for repeated courses is governed by the satisfactory academic progress policy (See 560).

REQUIRED APPROVALS	NAME/SIGNATURE	DATE
Originator(s) Name(s):	PTC Board of Trustees	July, 1993
Ratified by:	PTC Student Success Committee Mason Campbell, Dean of Student Affairs	March, 2015 Dec 10, 2018
Recommended by Chancellor (Signature)	Margaret Ellibee	April 9, 2019
UA Policy Alignment:		