Course Repetition

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Undergraduate students

Students are permitted to repeat courses and attempt to earn a higher grade for classes taken at the College. When a course has been attempted more than once, only the last grade received for that course will be used to compute the cumulative Grade Point Average (GPA). The previous grade(s) will remain on the transcript but will not be calculated as part of the cumulative GPA. This policy requires that the repetition is for the same course, and that the student completes the repeated course at the College. All components of a course must be retaken if the course is repeated. Courses that may have been completed at another institution are not eligible for this course repetition policy. Repeated courses that culminate in an IP grade, which later convert to an F, will count as the last grade.

D Grades for Undergraduate Students

Waivers for D grades in a major may be granted. A department chairperson may choose to waive a D in a major-field course provided the student has maintained a 2.0 index in his/her major. Under no circumstances may more than two D grades in a major be waived. Some majors require grades of B or better; lower grades should be discussed with the chairperson and repeated as needed. A grade of F in a major-field course may never be waived.

Graduate students

Students who wish to repeat a graduate course must obtain approval from their program director before reenrolling in the course. Program directors may approve up to two graduate course repetitions. When pre-approval has been granted, only the most recent grade earned will be calculated in the graduate index. If departmental approval is not granted, or if a student repeats more than two graduate courses, all grades earned for the repeated courses will be included in the graduate index calculation. When pre-approval has been granted, the graduate index will compute only the last grade earned. If departmental approval is not granted, or a student repeats more than two graduate courses, then all grades for the repeated course will be averaged into the index. In all cases, both grades will show on the graduate transcript. Students are never given degree credit

more than once for any course.

C Grades for Graduate Students

A cumulative graduate index of 3.0 is required for graduation. A maximum of two course grades in the “C” range will be acceptable, provided the cumulative graduate index of 3.0 is maintained. If a grade below C is earned in a graduate course, the course must be repeated. Only one repetition of any course is permitted.