

# GRADUATE COURSE REPEAT REQUEST FORM

## Instructions

- x Students submit a Course Repeat Request during the semester when the course is repeated.
- x After the student has obtained the advisor's signature, the form must be returned to the Registrar's Office, 3rd Floor, Clark Hall.
- x The original grade will remain on the student's transcript but will no longer be calculated into cumulative grade point average.
- x The most recent grade (regardless of whether it is higher or lower) will be the grade used in the GPA calculation.
- x Students may repeat two C or F grades. Graduate students are limited to two replacements for each graduate program the student attempts or completes. A repeated course may only be repeated once.
- x For more information regarding the School of Graduate Studies and Research policy on course repeats, view the Graduate Catalog <http://www.iup.edu/graduatestudies/catalog>

Student Name  Banner ID @

IUP Email  Telephone

Semester course was n6 \*-43 -19g.4 (1hu)01 Tw [(n6 \*-43)--43] Year  Semester course is being re

Course Department & Number (Example: ENGL  600)

Course Title

I understand that I am limited to two replacements for each graduate degree program I attempt or complete and that a repeated course may only be repeated once.

Student's Signature  Date

## APPROVALS:

I support the request of the above named student to repeat the requested course.

Advisor's Name  Advisor's Signature  Date

Advisor's Comments