Retaking Courses

When the appropriate course is available, students may retake a nonrepeatable course up to two times to earn a better grade and must be approved by the student's academic advisor. In all cases, the most recent grade earned in a course is the one used in calculating the overall grade-point average followed by the retake notation I, indicating the course grade is included in the overall GPA; however, previous grades remain on the transcript followed by the retake notation E, signifying that that course grade has been excluded. Consult your academic advisor before retaking a course. Students are required to pay normal tuition for all retaken coursework.

When the course description for the student's registration term indicates that the course may be repeated up to a certain number of course completions, each completion of the course (up to the limit stated in the course description) will appear on the student's transcript, and the grade for each such completion will be used in the calculation of the student's overall GPA.