

## **UNDERGRADUATE COURSE REPEAT POLICIES**

### **General:**

Students may not take the same course for credit more than once unless the course is identified in the Catalog as “Repeatable”. If a course is repeatable, the limitations on the number of times or maximum number of credits that may be applied to the major/minor, degree or graduation credits will be indicated. This policy also applies to transfer courses: a student may not take a course for credit at UW-Whitewater if the student has received transfer credit for taking that course at another institution unless the UW-Whitewater Catalog lists the course as repeatable (except as described below for grade replacement).

### **Repeating courses for grade replacement:**

Students may repeat a limited number of courses in which they earned a C-grade or below (C-, D+, D, D-, F, or NC) in order to have those grades replaced. Students may not repeat for credit or grade replacement any course in which they earned a grade of C, S, or higher (see REPEAT FOR NO CREDIT explanation below). During their undergraduate career at UW-Whitewater, students are limited to repeating no more than 5 separate courses, including repeats of transfer courses, for grade replacement (developmental English and math courses are not included in this total). Once the repeat limit has been met, additional attempted repeats will not count toward earned credit or factor into grade point average calculation, unless the student has successfully appealed to repeat more than 5 courses. To request permission to repeat any more than 5 courses for grade replacement, the student must appeal to the Admissions and Academic Standards Committee for approval. The repeat regulation applies to any courses for which a student receives a grade beginning with the Fall Term 2000 and any term thereafter including Summer and Winterim.

Only the first repeat of a course may be applied for grade replacement. The grade and the credits earned in the first repeat of a course will replace those earned in the initial attempt when calculating grade point average and credits toward degree. For example, if a student repeats a course in which a grade of D was earned and receives a B in the repeat, only the B and the credits earned in the repeat will be included in the GPA and credits to degree; if the student receives an F, only the F will be included in the GPA and the student loses the credits for the course. If the student earns an F and does not receive credit for the course on the first repeat, that F and any other grades earned in subsequent attempts in the course will be included in the GPA calculation. Once a student earns a D- or higher in a repeat, no further repeats may be counted for credit (see the explanation in REPEAT FOR NO CREDIT for unusual circumstances).

The following conditions apply to repeats for grade replacement:

1. Unless the repeat courses are offered as S/NC only, all repeats for grade replacement must be taken for conventional grades, not satisfactory/no credit. If a student is repeating a course in which a grade of NC was earned, the repeat must be on a conventional grade basis.
2. Courses taken initially at UW-Whitewater may be repeated for grade replacement only at UW-Whitewater; they may not be taken at another institution to replace the UW-Whitewater grade. (Subject to UW-Whitewater transfer policies, courses failed here may be taken at another institution to earn credit for the course, but the grade will not replace the UW-Whitewater grade.)
3. Students may repeat a C- grade or below that was earned at a transfer institution if the course has a direct UW-Whitewater equivalent and the course was attempted only once prior to transfer to UW-Whitewater. Students who repeat a transfer course will receive UW-Whitewater course credits regardless of the number of credits the course carried at the transfer institution; for example, a student repeating a 4-credit transfer course with a 3-credit UW-Whitewater course will receive only the 3 UW-Whitewater credits. All other repeat regulations apply.
4. A student may not repeat a course if the student has received credit for a higher level course in the same department for which the course to be repeated is a prerequisite or corequisite; for example, a student who has received credit for English 102 may not repeat English 101.
5. In courses in which there has been a change in the number of credits awarded, a repeat for grade replacement will replace the credits and grades from the first attempt with the credits and grades from the repeat. For example, in a course that had been changed from 5 credits to 4 credits, a 5-credit D would be replaced by a 4-credit B.

All attempts of repeated courses, including the grades, remain on the permanent academic record even though they may not be included in the GPA calculation or earned credits. Students should be aware that graduate schools and other institutions to which they might wish to transfer may not accept repeats and may include all grades in calculating GPA for admission.

Athletes should check with their coaches before repeating courses in which a grade of D was earned, as it may affect their athletic eligibility. Students receiving veterans' benefits may not count in benefit level determination those credits for which D's were previously earned.

**Repeat for no credit:**

Under certain circumstances, a student may need to repeat a course in which a C grade or above (or a C-, D+, D, or D- grade in a repeat for grade replacement) was earned. For example, a student may need to repeat a course if a grade of C or B is required for the student to proceed to a higher level course or to remain in a major. In such cases, the repeat grade will be considered only as qualifying the student to continue, and the repeat will not be counted for credit. The new grade and the credits will not be included in either the term or the cumulative GPA or credits. The new grade will only allow enrollment in subsequent courses requiring the C or better grade in the pre- or co-requisite course. All attempts will be recorded on the permanent academic record, with the non-credit attempts identified as No Credit