

REPEATING COURSES

When a course is repeated, students will receive credit for the course only once. The higher of the two grades earned will be calculated in the GPA. The lower grade will remain on the record with a *repeat excluded* message. For repeats involving transfer or test credit, please see bullets below.

Note that repeating a course in which a grade of D or higher was earned will not raise the number of earned units once the lower grade has been excluded from calculation.

Students may not make a third attempt of a course except with prior approval. Students must complete a Third Attempt Petition DocuSign Form: Undergraduates & Graduates before registering for the course. Grades of W are administrative and are not considered part of the repeated course procedure. However, some Departments restrict the number of times a course may be attempted and in these cases, the W grade will count as a completed attempt. See:

- Courses taken for credit at TU **cannot** be repeated at another institution and transferred back to TU.
- Conversely, if a course is transferred to TU and subsequently taken at TU, the transfer credit will be excluded automatically, regardless of the grade earned at TU.
- If test credit is granted for a course that is subsequently taken at TU, the test credit will be excluded automatically, regardless of the grade earned at TU.