



## Repeat Course Authorization and Course Registration

Students may repeat courses in which they received grades of D, F, W, or No Credit. The first grade will appear on the transcript, but only the most recent grade will be used in calculating the grade point average (GPA). A course may be repeated only once. After a course is repeated students must notify the Registrar to have their GPA recalculated. Students may not repeat the course more than one time, or repeat with a grade higher than a D, without the approval of the Dean of their division. It is recommended that students consult with the Office of Scholarships and Financial Aid for eligibility prior to repeating a course.

Student Name: \_\_\_\_\_ Student ID #: \_\_\_\_\_

Course Number: \_\_\_\_\_ Course Title: \_\_\_\_\_

I authorize this student to repeat the course listed above.

Dean's Signature: \_\_\_\_\_ Date: \_\_\_\_\_

Comments: \_\_\_\_\_

### Student Authorization to Add Course

Course ID	Subj/Course #	Sec	Course Title	Credits

I accept financial responsibility for course(s) for which I register and understand the drop/add policy. I accept responsibility for my course selections and realize that without proper advising I may not graduate on time.

Student: \_\_\_\_\_ Date: \_\_\_\_\_  
(Signature)

Advisor: \_\_\_\_\_ Date: \_\_\_\_\_  
(Signature Required)

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