COLLEGE of CHARLESTON
GRADUATE SCHOOL
UNIVERSITY OF CHARLESTON, S.C.

GRADUATE REPEAT COURSE OVERRIDE FORM

1. _____ _____ _____
CWID Degree or Certificate Program Registration Term

2. _____ _____ _____
Last Name First Name Middle Name

3. _____ _____ - _____ - _____
College of Charleston Email Phone Number

Course Override For:

DEPT. (BIOL)	NO. (629)	CRN. (13985)	CR. (3)	TITLE (Conservation Biology)

Course Repetition Policy:

It is the policy of the Graduate School of the University of Charleston, S.C. that a passed graduate course, defined as a grade of "C" or better, may be repeated once for a grade with express permission of the student's program director and the Dean of the Graduate School, regardless of the outcome. A course withdrawal ("W") is not a grade. The grade for the repeated course, as well as the previous grade (whether passing or failing), will be computed into the student's cumulative GPA and recorded on the student's transcript. Repetition of passed courses will not increase earned hours, but students will receive quality hours and quality points in order to calculate the grade of the repeated course into the overall GPA. Repeated course grades are displayed on a student's transcript with an "R" preceding the letter grade (e.g. RA, RB+, RB, RC+, RC, RF).

Scholarship students (academic and athletic), financial aid students, and veterans may repeat courses under this policy; however, they should check with the Department of Financial Aid to see how this will affect their eligibility.

I acknowledge I have read and understand the policy, including how credits and GPA calculations will be handled. I understand that the repeat calculations will not occur on my transcript or degree audit until after final grades have been posted.

_____ _____
Student Signature Date

_____ _____
Program Director Signature Date

_____ _____
Graduate School Dean Signature Date

Form should be submitted to Robyn Olejniczak (olejniczakrl@cofc.edu) in the Graduate School office

GSO STAFF ONLY

*Processed by:*_____ *Date:* _____

Forward to the Registrar's Office for final processing