# COURSE REPEAT LIMIT POLICY

## GPA ADJUSTMENT REQUEST

<table>
<thead>
<tr>
<th>Student Name</th>
<th>Semester</th>
</tr>
</thead>
<tbody>
<tr>
<td>Student ID</td>
<td>Class</td>
</tr>
<tr>
<td>Major</td>
<td>Cumulative GPA</td>
</tr>
<tr>
<td>Total Earned Hours</td>
<td>Total Attempted hours</td>
</tr>
</tbody>
</table>

### Original Course Information

<table>
<thead>
<tr>
<th>Term</th>
<th>Course Title</th>
<th>Course Code</th>
<th>Final Grade</th>
</tr>
</thead>
</table>

### Repeated Course Information

<table>
<thead>
<tr>
<th>Term</th>
<th>CRN</th>
<th>Course Title</th>
<th>Course Code</th>
<th>Final Grade</th>
</tr>
</thead>
</table>

*REPEATING COURSES POLICY*

* A student who receives an F (0,0) in any course is required to repeat the course and to achieve the required grade point average for that category of course. In the case of an elective, the major department may allow the student to select another elective.

* Students may repeat a course one time, with additional repeats allowed at the discretion of the faculty. **However, no more than 10 repeated courses allowed over the students career at PMU.**

* After the first repeat, prior grades count toward the students GPA.

I have read and understood the PMU course repeat policy.

Student Signature

Date

Dept. Chair Comments

Dept. Chair Name

Dept. Chair Signature

Date

To be filled for the Registrar’s Office

Comments:

Registration Officer

Date

Registrar Office

REG/RFGPA/Form077

Last update: Jul2013