

*\* Please print all information*

Effective May 2005, CSU's Course Repeat Policy will be automatically applied in situations where students meet the Course Repeat Policy criteria listed in the Undergraduate Catalog.

This form is **ONLY** to be used if the course being repeated at CSU:

1. Was originally taken during Quarters, or
2. Does not have the same course title, course abbreviation, or catalog number.

**STUDENT INFORMATION**

Name:	CSU Student ID #:
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*Conditions: Course Repeat*

- Courses in which any grade equivalent to a "D" or below, that affects the grade point average, has been earned or repeated.
- Courses in which a "C" or higher was earned are not repeatable.
- Courses may **NOT** be repeated more than twice.
- The letter grade earned in the most recent attempt will be included in the cumulative credit totals and grade point average.
- Repeated courses and grades will be recorded on the transcript, but will be noted with a "#" indicating that the course has been repeated, is not included in cumulative totals and grade point average and is not applicable toward graduation requirements.
- Courses that have an alternative repeat policy stated in their course description are excluded from the policy.
- Course repetitions must receive a letter grade that affects point average to apply.
- This policy is **NOT** retroactive to course already repeated.

Subject and Course Number (e.g. ENG 101)	Course Title	Original Grade Earned
Course Originally Taken	Course will be Repeated	Credit Hours
Semester:            Year	Semester:            Year	

**APPROVALS (Official Use Only):**

Department:	Department Chair Approval and Extension:
Previous Course Information (e.g. ENG 101):	Current Course Information (e.g. ENG 101):
IS EQUIVALENT TO:	
Additional Comments:	

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

**Please return to Campus411 All-in-1 in UC 162**