



California University of Pennsylvania

Graduate School POLICY: Repeating a Course

A. Purpose & Scope

To describe the process and procedure for repeating a course for graduate students

B. Definition(s)

C. Policy

A graduate student, including post-baccalaureate graduate students, may repeat a course previously taken at California University under these restrictions:

- The program must not have restrictions in place for the student or the course that will prevent the student from repeating.
- Graduate students can repeat a single course for grade improvement only once.
- Graduate students are limited to a maximum total of two repeats across their program.
- The most recent grade (regardless of whether it is higher or lower) is the grade used for the GPA calculation.

D. Procedure(s)

Graduate students wishing to repeat a course must contact the Graduate Admissions office to request registration for the course. Graduate Admissions staff will ensure that the student is eligible to repeat the course before registering the student.

At the end of the semester, the most recent grade (regardless of whether it is higher or lower) will be used for the GPA calculation.

E. Effective Date: 2005-2006 Graduate Catalog

Updated Date: April 24, 2012

Amended Date: October 21, 2013