

Austin Peay State University

Repeat Course(s) with Previous Grade of B or Better

This form is to be completed ONLY for courses in which a grade of B or better has been earned. Permission from the Dean of your major and the Registrar must be obtained in order to repeat a course in which a B or better has been earned.

NOTE: Repeating a course will result in the new grade earned being used to calculate GPA and satisfy degree requirements. If you previously earned a grade of B or better and choose to repeat the course, the current grade will be replaced with the grade earned when repeating the course (even if it is a lower grade). There are no exceptions to this rule.

Please print name:

Last _____ First _____ Middle _____

Students A# _____

Student's Program of Study _____ (ex., BS Biology)

I request approval to repeat the following course(s) during the following semester/year:

Semester: _____ Year: 20 _____

Current Course Information			
CRN	Department	Course Title and#	Section #

Previous Course Information			
Term/Year	Course Title and #	Grade	Name of University (If other than APSU)

My advisor or department chair has explained the impact of a repeated course on my GPA and my progress toward satisfying degree requirements.

Student's Signature _____ Date: _____

Advisor: Provide a justification for the course repeat below and attach a copy of the student degree plan showing how the course will be applied. _____

Advisor's Signature _____ Date: _____

Dean of your Major Signature _____ Date: _____

Registrar's Signature Date: _____ Date: _____

If this request is approved, please bring it to the Office of the Registrar. The Office of the Registrar is located in Ellington 316.