

REQUEST TO REPEAT GRADUATE COURSE(S)

Instructions: **To repeat a course in which a student received a grade of "A" or "B," approval from the provost is required.** In this case, the student must complete a Request to Repeat Graduate Course form and submit it to the provost who will forward it to the Office of the Registrar. The repeated grade earned will be averaged with the original grade of "A" or "B." **All attempts to repeat a course will be included in the Grade Point Average (GPA) with the original grade of "A" or "B."**

| Graduate Student Information | | | |
|------------------------------|--------------|--------|------|
| Last Name: | First Name: | MI: | |
| Banner ID #: | Telephone #: | | |
| Street Address: | City: | State: | Zip: |
| APSU e-mail address: | | | |

I am repeating the following course(s) during _____ Semester 20_____

| 1. Current Course Department and Number: | | |
|--|-----------------|--------------|
| Previous Course Department and Number: | | |
| Semester/Year: | Grade Received: | Institution: |

| 2. Current Course Department and Number: | | |
|--|-----------------|--------------|
| Previous Course Department and Number: | | |
| Semester/Year: | Grade Received: | Institution: |

Student signature: _____ Date: _____

Provost signature: _____ Date: _____

Please submit approved form to:

Office of the Registrar
Ellington 316 - P.O. Box 4448 - Clarksville, TN 37044
Fax: (931) 221-6264
Email: registrar@apsu.edu

OFFICE USE ONLY

| | |
|---------------------|-------|
| Registrar's Office: | Date: |
|---------------------|-------|