

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 Associate Vice Provost for Academic Affairs 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.

Last Name: _____ **First Name:** _____

Students A#: _____ **Major:** _____

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:** _____

AVP for Acad. Affairs/UC Dean Signature: _____ **Date:** _____

The Office of Academic Affairs is located in Browning 216. Once completed, please email the completed form to Registrar@apsu.edu.