

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 Provost for Student Success (APSS) 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 _____

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:** _____

Dept. Chair's Signature _____ **Date:** _____

APSS's Signature _____ **Date:** _____