

MICHIGAN STATE UNIVERSITY

March 17, 2005

To: June Youatt, Assistant Provost for Undergraduate Education
and Dean of Undergraduate Studies

Fr: Linda O. Stanford, Assistant Provost for Academic Services
and University Registrar

Re: Repeating a Course Policy

The following is an editorial clarification of the repeat policy, which will appear in the *Academic Programs 2005-2007* catalog. The editorial changes being made reflect both the intent of this policy and the practice that has been followed since the inception of this policy.

Whenever a course is repeated on a credit basis, the last grade and credits earned completely replace the previous grade in the computation of grade-point averages and thereby, the satisfaction of requirements. All entries remain a part of the student's permanent academic record.

I send this to you as information to share with the University Committee on Academic Policy. Changes are noted with underlining and "strikethrough" fonts.

REPEATING A COURSE

An undergraduate student who received a grade of 2.0 or above, CR, or P in a course may not repeat the course on a credit basis. An undergraduate student may repeat no more than 20 credits in courses in which grades below 2.0 were received.

A graduate student who received a grade of 2.0 or above, CR, or P in a course may not repeat the course on a credit basis with the following exception: with the approval of the associate dean, a graduate student may repeat a course in which a grade of 2.0 or 2.5 was received. The number of credits that a graduate student may repeat is determined by the student's academic adviser or guidance committee, in accordance with unit policies.

Whenever a course is repeated on a credit basis, the last grade and credits earned completely replaces the previous grade in the satisfaction of requirements and computation of ~~computing~~ grade-point averages. ~~however,~~ All entries remain a part of the student's permanent academic record.

Any course repeated for credit must be taken on the same grading system under which the course was taken the first time, except where standard requirements to the contrary must be satisfied in order to meet graduation requirements.

Credit by Examination may not be used to repeat a course in which a grade below 2.0 was received.

A student who has taken a course as a visitor may subsequently enroll in the course for credit with the approval of his or her adviser.



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