

November 16, 2010

To: John W. Powell
Chairperson, Executive Committee of Academic Council

From: Gillian Bice
Chairperson, University Committee on Academic Policy

RE: Forwarding UCAP Proposal to Revise the MSU Course Repeat Policy

Cc: Doug Estry, Associate Provost for Undergraduate Education
Kim Wilcox, Provost
Jackie Wright, Secretary for Academic Governance

In April 2010, UCAP endorsed a proposal to revise the MSU Course Repeat Policy. In September 2010, the Council of Deans reviewed the proposal, and suggested an implementation plan be developed and forwarded along with the proposal. The plan is now complete; therefore, UCAP is providing for review and action the following materials:

1. Memo from Professors Martin Crimp (UCAP Chairperson, 2009-2010) and Gillian Bice (UCAP Chairperson, 2010-2011) detailing proposed revision of the course repeat policy.
2. The implementation plan.
3. The summary data reviewed by UCAP and feedback solicited by UCAP from various stakeholders.

UCAP requests that ECAC forward these materials to the appropriate governance bodies (e.g., UCSA, UGC, ASMSU, COGS) for review with feedback to ECAC by February 2011.

To: Executive Committee of Academic Council

From: Marty Crimp, Ph.D., UCAP Chairperson 2009-10
Gillian Bice, Ph.D., UCAP Chairperson-elect 2010-11

RE: Revision of MSU Course Repeat Policy

The University Committee on Academic Policy (UCAP) has been considering changes to the current course repeat policy for the past three academic years. In March 2010, the committee solicited feedback regarding a proposed repeat policy revision from the Registrar, the Director of Financial Aid, the Dean of the Graduate School, and the Colleges. (See attached summary).

At its April 29, 2010 meeting, the UCAP voted to endorse and submit to Academic Governance the following revised MSU Course Repeat Policy for consideration:

~~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 **on a credit basis.** ~~in courses in which grades below 2.0 were received.~~ **An undergraduate student may repeat a course a maximum of two times (three total enrollments in a course resulting in reporting of a final grade).**

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 advisor or guidance committee, in accordance with unit policies.

Whenever a course is repeated on a credit basis, the last grade and credits earned completely replace the previous grade in the satisfaction of requirements and computation of grade-point averages. 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 advisor.

The proposed policy revision liberalizes the existing policy to the extent that it eliminates the course grade restriction on repeating a course for credit for undergraduate students. However, it does not change existing policy as regards graduate students. In addition, the proposed policy revision retains the restriction that undergraduate students may repeat a maximum of 20 credits, and adds the restriction that they may repeat a single course a maximum of two times.

Rationale

The primary reasons for the proposed policy revision are the following:

1. Grades and GPA requirements of >2.0 function as barriers to students for admission to, progression within, and graduation from a program. Instances exist in the Academic Programs catalog and the UCAP receives requests to put in place grade or grade point average restrictions that, based on existing course repeat policy, makes it nearly impossible for some students to achieve the required grade or GPA.
2. Mounting anecdotal evidence that: a) students intentionally sabotage their course grade to assure they receive < 2.0 so they can repeat the course, b) students petition instructors to lower their grade in cases where they are likely to receive a grade of ≥ 2.0 , but not as high as needed or desired, and c) academic advisors suggest that students intentionally “fail” a course to assure their ability to repeat the course. Overall, the current policy favors students who perform poorly in a course, and in a very real sense, encourages forward-thinking students to strategically lower their grade.
3. Many factors beyond low academic ability, work ethic, and motivation can impact academic success. The current policy has the potential to, and likely does, impact negatively the future of students (e.g., render them unable to meet admission requirements of degree programs) who have experienced an isolated or prolonged period of personal difficulty, but who have otherwise demonstrated academic success.
4. ASMSU has expressed its concerns regarding the current policy and endorses the proposed policy revision.
5. The proposed policy revision is consistent with other CIC institutions although there is considerable variability among them.

With regard to allowing students who have obtained a grade of 3.5 or 4.0 to repeat a course (see also responses to the Registrar’s Memorandum), it is the view of the committee that this would be a rare occurrence for the following reasons: (1) the grade obtained by repeating the course replaces the original, and this will serve as a powerful disincentive because of the very real potential of lowering their grade, (2) the extra time to degree completion, and (3) the cost. In addition, returning students who wish to retake a course in which they had previously received a high grade in order to update their knowledge and skills may currently enroll using “Visitor” status.

Implementation

Implementation and administration of the proposed policy revision will undoubtedly produce challenges and unintended consequences. The concerns most frequently expressed are course enrollment capacity and limited resources, especially within the context of current budgetary constraints. Although projections cannot fully anticipate the impact of the proposed course repeat policy revision, it is estimated that in some specific high-demand courses (BS, CEM, MTH, EC and ZOL), overall need would exceed current excess capacity by a factor of 2.2 (see page 6 of the accompanying Repeat Credit Study for details of the impact on course enrollment analysis). One potentially positive impact could be for this proposed policy revision to serve as an impetus to developing on-line versions of high-enrollment courses.

The proposed policy revision will require changes in SIS programming. The Registrar has stated that this is not currently feasible (due to IT resource limitations). However, she noted that it would likely be non-problematic with implementation of SIS II.

The UCAP recommends that the proposed policy revision be applied retroactively in order for all students to benefit.

Summary

The UCAP believes that, although there is little “hard data” that can be offered in support of the rationale as stated above, this is an opportunity to improve a long-standing policy to make it more equitable for students. There are legitimate issues that need to be addressed (See “Rationale”, items 1-5). Furthermore, the UCAP believes a policy revision is the “right” thing to do, and that further discussion of the issues and ramifications needs to take place within a broader University context and in multiple venues.

Last, it is unlikely that a policy change could, even if unanimously supported, be implemented any sooner than two academic cycles. Although the budget outlook for the future remains somewhat bleak, it is unclear what the future holds.

Establishing minimum grades and GPAs can streamline an admissions process and enhance the quality of a program and its graduates. This ultimately has the potential to enhance the reputation of the program, the college, and the University.

Proposed Implementation Strategy Office of the Registrar

Statement of Changes Being Requested

It is being proposed that the undergraduate repeat process be revised and the systems that support student academics within the University need to be modified to accommodate this policy change. The repeat policy change consists of two components. First, students may repeat courses regardless of their previous grade. Second, they may only repeat courses twice for a total of three enrollments. Other portions of Michigan State University's repeat policy will remain the same.

Objectives of Impact Analysis

This impact analysis has several objectives:

- Determine what systems and applications will be affected by this change.
- Identify which departments need to be involved.
- Determine approximately how many person hours will be needed to complete the changes.
- Estimate the duration of the project.
- Recognize what special skills will be needed.
- Identify any known risks and where other potential risks may arise.
- Identify the impacts that doing this project will have on other projects and activities depending on the timing.

Methods/people Involved to Complete Impact Analysis

Method Used

In order to develop this analysis and estimate, we conducted research into past projects that involved modifying the 'Repeat and Reenrollment' ('R&R') processes. We consulted with individuals that worked on and tested those previous projects. We discussed what impacts there would be to our clients and within AIS by meeting with them. We also conducted a high-level review of the 'R&R' code within SIS.

Individuals involved/consulted:

- AIS : Mike McDonald, David Pressick, Richard Firman, Chris Wilson, Fred Gifford, Dan Skinner,
- Brian Goldsworthy, Tom Smith, Jim Stanley
- Registrar's Office: Traci Gulick, Marcia McConnell, Deb Hengesbach, Kristin Schuette
- Other Resources: Sat Pal, Rochele Cotter, Bill Sperber

Assumptions

- Conditional grades will not be repeatable. They will be treated in the same manner as courses that have not been graded.

Proposed Repeat Policy:
Implementation Strategy, 10/7/10

- Overriding the total number of enrollments will be allowed (may require a new data element in SIS)
- The University will be providing the resources for this project; it will not be outsourced.
- Work on this project will be completed by current resources at the University.
- The environment and systems involved will be similar or the same.

Recommended Implementation Solution

Change 1: Students may repeat courses regardless of grade

Description:

Students will no longer be restricted from repeating courses in which they scored a 2.0 or above. They will now be allowed to repeat regardless of grade.

Solution:

The Registrar’s Office along with Enterprise Information Stewardship will add records within the grade-level support table that will allow students to repeat courses regardless of grade. This solution assumes that repeats of conditional grades will not be allowed (current state). This assumption is based on treating conditional grades the same as courses that have not been graded. To allow repeats on conditional grades would require massive reprogramming to the ‘R&R’ code that is currently outside the scope of this document. We estimate that this would require approximately 2,000 hours for analysis, programming, and testing.

Department Impact Analysis

a. Registrar’s Office

Tasks	Provide information to Enterprise Information Stewardship regarding updates to SIS GRADELVL table, and then test students once the changes have been made.
Hours	30 person hours
Elapsed Time	Three weeks
Risks	The risks include limited availability of resources knowledgeable with ‘R&R’ processes.
Skills	These tasks require in-depth knowledge of the University repeat policies.
Other Impacts	This needs to be scheduled during a period of low enrollment activity. Late February and early March provide the best opportunity.

b. Enterprise Information Stewardship (EIS)

Tasks	Placing the new records in the SIS support GRADELVL table in Dev, QA, Production environments.
Hours	30 person hours

Proposed Repeat Policy:
Implementation Strategy, 10/7/10

Elapsed Time	Three weeks
Risks	The risks include limited availability of resources and the possibility of data entry error when entering the new records.
Skills	This task requires someone with access to write to the support table and the knowledge of what impacts these records will have.
Other Impacts	This may draw resources away from EIS's activities on EBSP depending on the timing.

Change 2: Students may only repeat courses twice, for a total of three enrollments

Description:

Students will only be allowed to repeat courses twice going forward. The three total enrollments derive from the first attempt at the course and the subsequent two repeats.

Solution:

The Registrar's Office will maintain a morning report function that checks for students that have too many repeats/enrollments. They will then remove the offending enrollment and send an email through the Electronic Student Academic Folder (ESAF) to the student explaining why the enrollment was removed.

Department Impact Analysis

a. Registrar's Office

Tasks	Institute a new report and process that removes enrollments for students that exceed the number allowed. This process would include notifying the student of the removal and the reason why.
Hours	60 person hours for development/training 260 person hours yearly to institute and follow the process.
Elapsed Time	This process will take several weeks to institute and train the staff.
Risks	There is a risk that the person tasked with the new process could make a mistake or that the process will not be completed if that person is out of the office.
Skills	This task requires In-depth knowledge of the University repeat policies.
Other Impacts	This method will create an additional average workload of one hour per day on the staff of the Registrar's Office.

Summary Comments on Revised Repeat Policy

Consequences of Policy Change

- Students who can financially afford to repeat may be selectively advantaged.
- Students with more time or flexibility in their curriculum may be selectively advantaged.
- This could likely require more seats/instructional resources at a time when budgets are already constrained.
- Classroom size could be restrictive.
- Students repeating may take seats from those that haven't yet taken the course.
- Relative to financial aid, the rules published on 10/29/10 which go into effect on 7/1/2011 now allow a student to repeat a course that was previously passed and receive aid for it the second time around. The feds will not allow for earlier implementation.
 - **Retaking Coursework**
 - Although the final rule adds language to the definition of "full-time student" to allow repeated courses to count towards a student's enrollment status for a term-based program, as proposed, caveats have been added. Title IV funds may be paid for only one repeat of a course.
 - Under the new rules, an institution may pay a student one time for retaking previously passed coursework (for example, the student is repeating it because he or she needs to meet an academic standard for that particular course, such as a minimum grade). An institution may not pay a student for retaking previously passed courses if the student is required to retake those courses because the student failed a different course in a prior term. The preamble gives the following example of this prohibition: If a student enrolls in four classes in the fall semester and passes three of them, the institution could require the student to retake the failed class and also require the student to retake the other three classes because of failing the one class; if the student retakes the four classes in the spring semester, the failed class would be included in the student's enrollment status, but the three classes passed in the fall would not, for Title IV purposes. (see: <http://www.nasfaa.org/publications/2010/rfinalpirules102910.html>)
- There may be increased requests to exceed the limit on number of times a course can be repeated if the student fails a required course on their final attempt.
- This may have an adverse impact on the meaning of "honors" and "high honors", driving up an already high standard.

Repeat Credit Study

Current MSU Repeat Policy and Practices

Michigan State University's undergraduate (UG) policy allows students to retake any class in which they receive a grade of 0.0, 1.0, or 1.5 up to a maximum of 20 repeat credits. A student with grades of > 2.0 can petition to repeat a course but the request is seldom granted. Students who need to exceed the 20 repeat credit limit may also petition and, on a case-by-case basis, requests are conditionally granted. Students may enroll in a course visitor (V) status regardless of their grade. University policy requires that all students must have a grade point average (GPA) of ≥ 2.0 to graduate.

Several issues related to this policy have prompted UCAP to consider modifications. These include:

- Requests to impose a GPA or grade restriction >2.0 on admission to, advancement in, or graduation from a particular program. In these cases, it can be impossible for a student to achieve the grade or GPA minimum because of the repeat policy. A number of examples of GPA or grades >2.0 currently exist in Academic Programs making it difficult for UCAP to "turn back the clock" on these exceptions.
- Anecdotal evidence that: a) students elect to fail a course (defined as receiving a grade of <2.0) in order to assure they can repeat the course or b) petition faculty to lower their grade in cases where they are receiving a grade ≥ 2.0 .
- Many factors beyond lack of academic ability affect student success. Should a student who is experiencing a one-time difficulty be penalized when they have otherwise demonstrated good academic success?

Draft Repeat Policy Statement

UCAP is seeking input on the following **draft** revised repeat policy (Grayed text represents portions of the policy that were not changed).

~~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 **on a credit basis**. ~~in courses in which grades below 2.0 were received.~~ **An undergraduate student may repeat a course a maximum of two times (three total enrollments in a course).**

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 advisor or guidance committee, in accordance with unit policies.

Whenever a course is repeated on a credit basis, the last grade and credits earned completely replace the previous grade in the satisfaction of requirements and computation of grade-point averages. 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 advisor.

The following data is provided in order to inform your consideration of this draft policy. The data addresses the following set of questions:

1. What are the repeat policies at other CIC institutions and is there a consistent standard? **(See summary at the end of this document)**
2. What percent of UG students currently repeat at least one course?
3. What is the range of total repeated credits?
4. On average, when UG students repeat a course do they do the same, worse, or better?
5. When the same course is repeated more than once do UG students tend to do the same, worse, or better?
6. How often are exceptions made to allow UG students with non-repeatable grades to repeat the course?
7. How often are UG students allowed to exceed the 20 repeat credit limit?
8. What would be the impact on course enrollment if the repeat policy were more liberal?

Study Population

Two populations were studied in order to answer these questions.

- The complete academic record of all UG graduating between Fall 2001 (FS 01) and Spring 2008 (SS 08).
- All UG grades given between FS 94 and FS 09.

Results

The following data (Table 1 and Figures 1-3) address questions 2 and 3 - the **percent of students repeating at least one course and the range of total repeat credits**. The data is based on an analysis of all courses taken by UG students graduating between FS 01 and SS 08 (Total graduates = 50,145). Table 1 is the total population broken down by first time in any college (FTIAC) and students transferring to MSU with credits from another institution (Transfer). The percent of students repeating at least one course is based on an evaluation of MSU courses only. 38.4% of the UG students graduating during this period of time repeated at least one course. These are unduplicated counts so one student may have repeated multiple times but is only counted once.

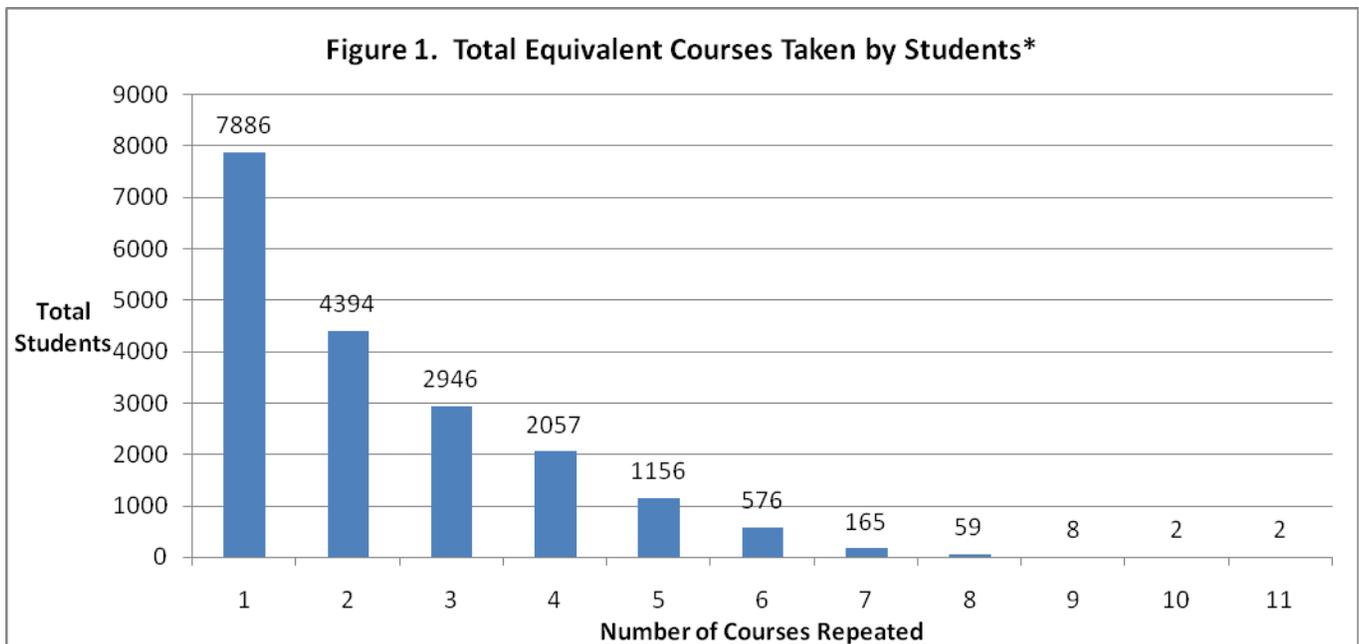
Table 1. Percent UG graduates between Fall 2001 and Spring 2008 having at least one repeated course by entry status*

Level Entry Status	Repeated at least one course		Grand Total	% Repeats
	No	Yes		
FTIAC**	22,663	14,907	37,570	39.68
Transfer	8,231	4,344	12,575	34.54
Grand Total	30,894	19,251	50,145	38.39

* Based on total number of graduates between FS 01 and SS 08 - Unduplicated Counts

** First Time In Any College (FTIAC)

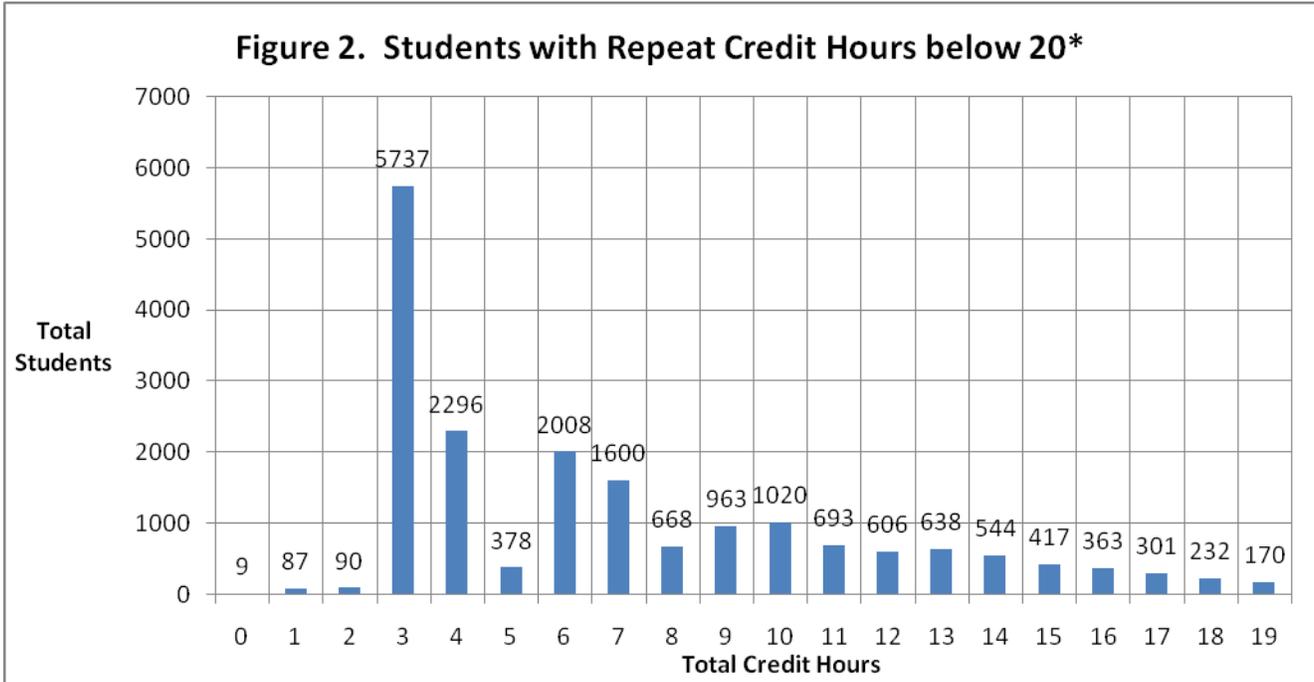
The distribution of the number of repeated courses taken by the 19,251 UG student’s is shown in Figure 1. Approximately 41% repeated one course representing 17.6% of the total courses repeated (44,717 total courses repeated), 22.8% repeated two courses representing 19.7 % of the total courses repeated, and 15.3% repeated 3 courses representing 19.7% of the total courses repeated. Thus 64% (12,280) of the students repeated a course 2 or less times accounting for 37.3% (16,674) of the total courses repeated.



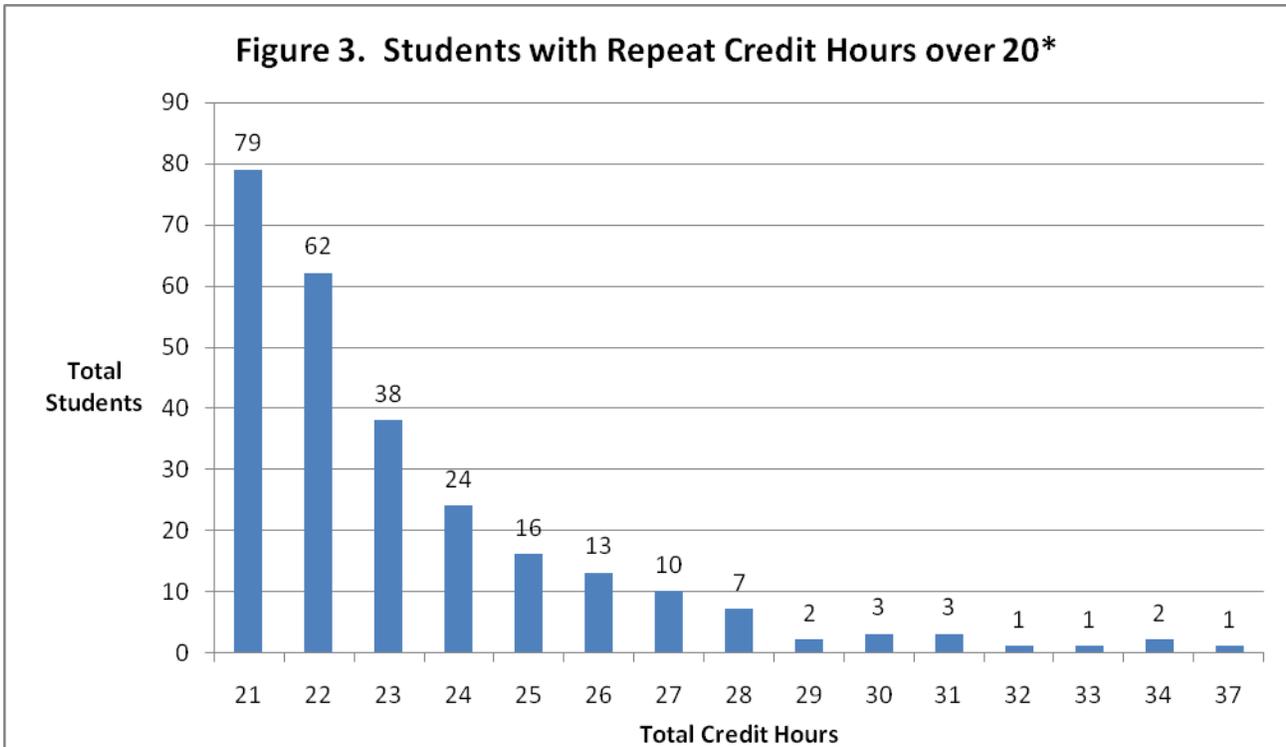
* Based on total number of UG graduates between FS 01 and SS 08 - Unduplicated Counts

Figures 2 and 3 illustrate the distribution of total repeat credits for the students indicated in Table 1. (Total student numbers are slightly lower than 19,251 due to a small number repeating >37 credits).

The credit spikes seen at 3-4 credits (42% of total from figures 2 and 3) and 6-7 credits (19% of total from figures 2 and 3) are consistent with the majority of students repeating either one or two courses.



*Figures 2 and 3 were divided based on the 20 repeat credit limit to better accommodate scale.

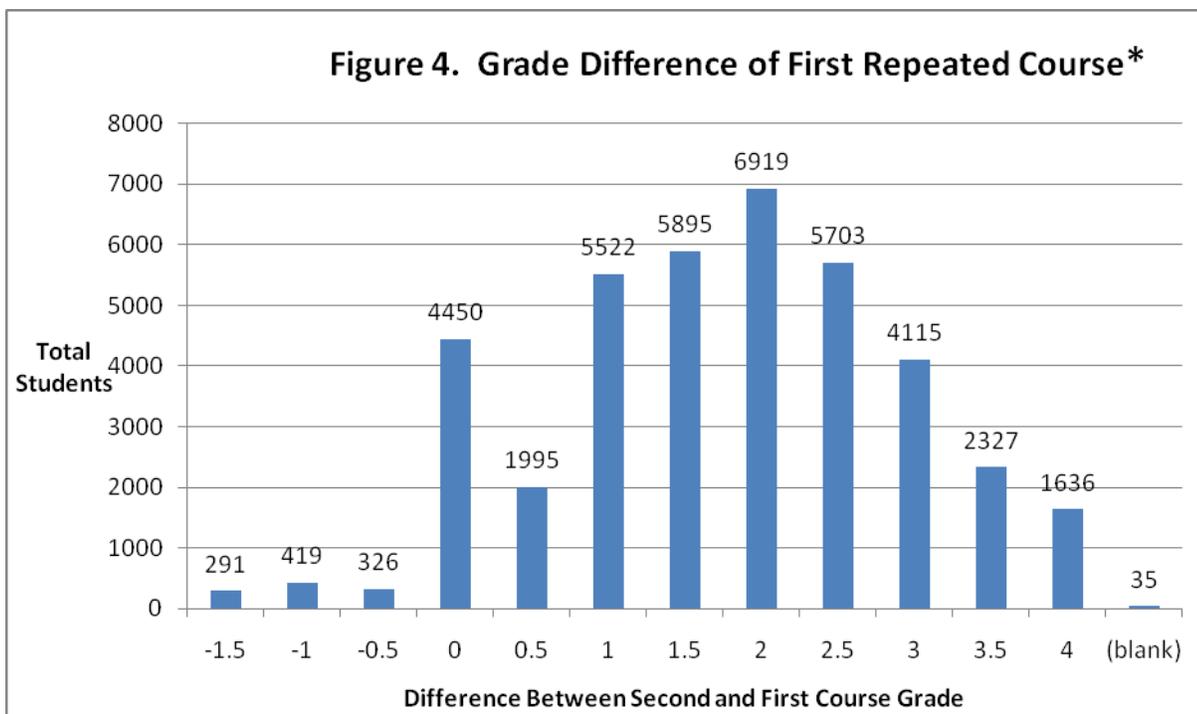


*Figures 2 and 3 were divided based on the 20 repeat credit limit to better accommodate scale.

In response to the question - How often are exceptions made to allow students with non-repeatable grades to repeat an equivalent course (question 5)? - Virtually no examples were found among the 50,145 students graduating between FS 01 and SS 08. However, figure 3 demonstrates that exceptions are periodically made (question 6) that allow students to exceed the 20 repeat credit limit (student with >20 repeats represent approximately 1.5% of the total students repeating more than one course).

A separate analysis of the average credits repeated by college across a 5 year period demonstrated a low of 1.5 credits and a high of approximately 5 credits (data not shown). This again is consistent with repeating an average of 1 to 2 courses.

Figure 4 addresses question 4, whether students tend to do the same, worse, or better the second time they take the same course (the first repeat). A grade difference of 0 indicates that the student received the same grade the first and second time. Among the population of students graduating between FS 01 and SS 08, approximately 81% did 1 grade point or more better on the first repeat of the same course.



*Based on the total number of undergraduates who graduated between FS 01 and SS 08 and took the exact same course. Numbers represent grade differences not unduplicated students. One student may have repeated more than one course the first time.

In order to address question 7 - whether students repeating a course more than once tend to do the same, worse, or better we evaluated all grades, eligible repeats, and repeated courses between FS94

and FS09. Numbers represent total grades given during this period (i.e. one student may have multiple repeated grades).

From FS94 through FS09 there were a total of 4,611,147 UG grades given. Among these 131,810 were eligible to be repeated a first time (student received a grade of 0.0, 1.0, or 1.5). Therefore, of all grades given during this period of time approximately 3.0% were repeatable a first time. Table 2 looks at the population of students eligible to repeat the first time (131,810) and of those, the ones that repeated the same course a second and of those the ones that repeated a third time.

Table 2. Students Repeating The Same Course Multiple Times*

	Total Eligible Repeatable Grades	Total Actually Repeating	Percent Actually Repeating	Percent Receiving \geq 2.0	Percent Receiving Repeatable Grade
First Repeat	131,810	109,829	83.3%	65%	35%
Second Repeat	38,899	8,196	21.1%	53%	47%
Third Repeat	3,821	792	20.7%	58%	42%

*Numbers reflect individual grades. One student may have more than one repeatable course.

Consistent with the data on graduates (FS 01 through SS 08 see figure 1), the majority of students in this cohort who could repeat, repeated a course one time and 65% did better (achieved a non-repeatable grade of \geq 2.0). Of those receiving a repeatable grade the second time (35%) far fewer took the course a third time (21.1% second repeat) and of these 47% received a repeatable grade. This data suggests that multiple repeats are less likely to result in increased success as defined by a grade of 2.0 or above.

Finally, in order to address **question 8 - the impact on course enrollment if the repeat policy were more liberal**, we looked at enrollments in a set of gateway courses that tended to have a high percentage of students receiving repeatable grades. Eighteen courses were evaluated from the 2007-2008 academic year in BS, CEM, MTH, EC, and ZOL. An assumption was made that a student who received a 3.0 grade or above would not elect to repeat the course in part because they would not be willing to risk receiving a lower grade, would not want to incur the additional cost, and/or would not want to extend time to degree. Therefore, we looked specifically at the need for additional seat capacity beyond what was available after taking into consideration students enrolling in the courses based on existing policies (first time enrollees and those repeating because they previously received a grade of $<$ 2.0). We also assumed that in any given academic year, seat capacity would remain relatively constant, as would the distribution of grades for the course. Based on first time repeats from Table 2, we used 83% as a generous estimate of the number of students with a 2.0 or 2.5 that would repeat the course. Given these conditions, in 15 of 18 courses studied, the need for additional seats ranged from 1.02 to 17 times the existing excess. Considering available seats across all 18 courses the additional need exceeds capacity by 2.2 times.

Summary of CIC Institution Repeat Policies

University of Illinois-Urbana-Champaign

- Students who have earned a grade of D- or better in a course may repeat a course but may not earn additional credit toward graduation *by* repeating the course. Students who repeat the course and then earn an F *do* retain credit earned from the previous attempt. In both cases, the original grade remains on the student record, plus the original and subsequent grades are included in the grade-point average if the course is acceptable toward graduation.
- Students may also repeat a course in which they have earned an F. The F is not removed from the record and both grades are used in computing the GPA.
- If the course is repeated yet again, all grades received, passed or failed, are counted in the graduation average.

Indiana University - Bloomington

- FX (Failed/Retaken) Policy. Any undergraduate who has retaken a course previously failed shall have only the second grade in that course counted in the determination of his or her grade-point average. The student's transcript shall record both grades. Any grade-point average calculated in accord with this policy shall be marked with an asterisk denoting that an F grade has been replaced by the grade in the course when taken subsequently.

Validity and Limitations:

- A student may exercise this FX Option for no more than three courses, totaling no more than 10 credits.
- A student may use the FX Option only once for a given course.
- Students who wish to repeat a course in which they received an F must secure the approval of the dean of their school or the chairperson of their division prior to repeating the course. The course in which the student re-enrolls should be the same course in which an F was previously received. Account, however, should be taken of the fact that course numbers and titles are occasionally changed.

Above policy replaced with:

- Any undergraduate student may retake a course for which he/she received a grade below an A during the first 45 hours of coursework. A student may exercise this option for no more than three courses, totaling no more than 10 credits. A student may use this option only once for a given course.
- The student's transcript shall record both grades. For the course retaken, only the second grade shall be counted in the determination of the student's grade-point average (GPA). Any GPA calculated in accord with this policy shall be marked with an asterisk denoting that a lower grade has been replaced by a second grade in the course.

University of Iowa

Second Grade Option

- Students in the College of Liberal Arts and Sciences may repeat up to three courses taken at The University of Iowa if the grade of C- or lower was earned in the course to be repeated and only the second grade counts.
- The second-grade-only option may not be used if course [regression](#) would occur and may be used only for courses taken at The University of Iowa. Courses must be retaken at The University of Iowa in order to qualify for the option. The option may be used only once per course. Once placed on the record, the second-grade-only option may not be retracted.

(It sounds like they allow unlimited repeats but the second grade option can only be used for three as specified above.)

Iowa State University

- The most recent grade for a course a student repeats will be used in computing the student's cumulative grade point average rather than the previous grade(s), up to a limit of 15 credits. (This could result in a lowered grade point average if the second grade is lower than the first or even loss of credit if the grade is lowered to an F.) All grades will remain on the student's record.
- Students may repeat any course for which an F grade or any passing grade except P or S was received, but they may not elect to repeat the course under the Pass-Not Pass system.
- Beyond 15 credits of repeats, both grades will be included in computing the cumulative grade point average.

University of Michigan-Dearborn

- Students may repeat a course up to two times (total of three attempts).
- Regardless of whether it is higher or lower than the previous grade(s), the last grade assigned in a course will be used in computing the student's cumulative grade point average and credits earned toward degree.
- If a student takes a course three times (the maximum allowed), the previous two grades will not be reflected in the GPA.

University of Michigan–Ann Arbor – LS&A

- A student must get permission from both the department or program and the Academic Standards Board to repeat a course for credit. Generally, a course may be elected for credit once only.
- If a course was taken in residence and a grade of A+ through C-, P, CR, or S was earned, then repetition of this course results in no additional credit or honor points. The course and grade appear on the transcript with the notation "Not for Credit." A student repeating a course in

which D+ through D- was previously earned will receive honor points but no additional credit toward a degree. The course appears on the transcript with the notation "Repetition." Repetition of a course in which an E, F, or U grade was originally earned produces both credits toward a degree and honor points for courses elected on the graded pattern; there is no special transcript notation. In all such cases, the first election and grade earned remain on the transcript. The grades earned by repetition of courses are not averaged and posted as a single entry; but are posted as separate elections.

Michigan State University – Average Time to First Degree 4.25 Years (Range 4.08 to 4.63)

- Students may only repeat a course in which they have earned a grade of 0.0, 1.0, 1.5, N, or NC.
- An undergraduate may not repeat more than 20 credits.
- With permission of the student's dean, a graduate student may repeat a course with a grade of 2.0 or 2.5.
- The number of credits a graduate student may repeat is determined by their academic advisor or guidance committee.
- The last grade earned completely replaces the previous grade (lower or higher) in the calculation of the GPA.
- All grades obtained remain on the student's transcript.
- Credit is granted only once and is based on the most recent grade.
- A repeated course 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 of less than 2.0 was received.
- A student who has taken a course *visitor* status may subsequently enroll in the course for credit.
- Courses repeated following receipt of the undergraduate degree do not replace the original grade nor are they used to recalculate the UG GPA.

University of MN

- According to [University policy](#), an undergraduate student may repeat a course only once. Both grades for the course will appear on your official transcript, but the number of credits is only counted once, and only the last enrollment will count in your GPA. The grade you earn during the last enrollment will count in your GPA, even if that grade is lower.

Exceptions for undergraduate students

- At their discretion and in extraordinary circumstances, your college may allow you to repeat a course more than once.
- They may also prevent you from repeating a course if you earned a 'C' or better the first time, if there is not space available in the course.

The Ohio State University

Freshman Forgiveness Rule

- If a course in which an undergraduate student receives a grade of "D+," "D," "E," or "EN," taken during the freshman year (the period during which the first forty-four credit hours are accumulated on the student's official permanent record) is repeated before the end of that student's sophomore year (when the student will have accumulated a total of eighty-nine credit hours), the original course credit and grade will be automatically excluded from the calculation of the student's cumulative point-hour ratio and deficiency points, but will remain on the student's official permanent record. This action will be subject to the following conditions:
 - If the grade in the original course was a "D+" or "D," a student may repeat the course for credit only upon the recommendation of the authorized representative of the dean, or director of the student's enrollment unit. Such recommendation must be obtained before noon of the third Saturday of the quarter in which the repeated course is taken.
 - The same course may be repeated only once under this rule.
 - This rule may be applied for a maximum of fifteen credit hours.

Repetition of courses.

- Except as specified under the Freshman Forgiveness Rule, undergraduate students who have received a mark of "E," "EN," or "NP" in a course at this university may repeat the course for credit at their option.
- Undergraduate or professional students who have received a mark of "A," "A-," "B+," "B," "B-," "C+," "C," "C-," "D+," "D," "EM," "K," or "PA" in a course at this university may repeat the course for credit only upon the recommendation of the authorized representative of the dean or director of their enrollment unit.
- The credit hours for a repeated course shall in no case be counted more than once in meeting graduation requirements. When a student repeats a course, both grades appear on the student's record and both are used in computing the point-hour ratio, except as modified by the freshman forgiveness rule.

Pennsylvania State University

- A student may repeat a course in which a grade of D or F was received. A course in which a grade of C or better was obtained also may be repeated if written evidence of consultation is obtained from the student's adviser and a copy is submitted to the Office of the University Registrar. Any course repeated under this policy may be counted no more than once as a

graduation requirement. Under this policy both grades are included in the computation of the grade-point average.

Purdue University

- A student who receives a grade of E may request the opportunity to improve the grade provided that he/she can complete special requirements by the time he/she completes another semester enrollment. A student who successfully achieves all minimal objectives in the course will receive a grade of D. The value of the D grade shall replace the E grade in the computation of future graduation indexes. If the student fails to achieve within the specified time a D grade in any course for which he/she received a grade of E, it shall become the permanent grade and the registrar shall not thereafter honor a request to change that grade. However, on the recommendation of the head of the student's school and the approval of the department head, the time for accomplishing this improvement may be extended. Certification of the improvement of an E grade to a D grade shall be reported on such forms as the registrar shall prescribe. The D grade shall be added to the permanent academic record and reported to the student no later than his/her next grade report. (Can't find more than this.)

University of Wisconsin-Madison – Note – UW-Madison has a more liberal repeat policy than MSU – 4.2 years (Range 3.5 to 5.5)

- UG students may repeat any course once regardless of the grade. All grades are counted in the GPA but credit is only given once.