

SGS-BHS POLICY

SUBJECT: Academic Affairs	TITLE: Repetition of Course Policy
AMENDED: April 2022	

I. PURPOSE

This policy states guidelines regarding repetition of courses.

II. ACCOUNTABILITY

Under the direction of the SGS-BHS Campus Senior Associate Deans, the Program Directors are responsible for this policy.

III. POLICY

Matriculated and non-matriculated students are only allowed to repeat up to three courses, each no more than once, during their enrollment. Courses repeated while in a non-matriculated status will count towards the repetition regulation for those students who progress to matriculated student status. Repetition of any course results in both the original grade and the new grade appearing on the transcript; however, with the addition of an “E” after the quality points, the original grade is excluded and not calculated into the student’s cumulative grade point average. Additionally, the grade for the repeated course will be noted with an “R” prefix, for example a repeated earned grade of A will be reflected as RA on the transcript. Students repeating a course, including courses from which they withdrew, must re-register for the course and are subject to paying tuition for that course.