

# Augusta University

## Policy Library

### Undergraduate Repeated Courses

**Policy Owner: Office of Academic and Faculty Affairs**

#### **POLICY STATEMENT**

Only specifically designated Augusta University (“AU”) courses may be repeated for credit toward graduation and/or program completion.

For any other undergraduate course, a student taking a repeated course forfeits the credit/grade earned in any previous attempt in the course or the equivalent course, and is granted only the credit/grade earned in the latest attempt. AU does not limit the number of times a student may attempt a course; however, additional regulations such as Satisfactory Academic Progress may impose limits on the number of times a course may be attempted.

#### **AFFECTED STAKEHOLDERS**

*Indicate all entities and persons within the Enterprise that are affected by this policy:*

- Alumni
- Faculty
- Graduate Students
- Health Professional Students
- Staff
- Undergraduate Students
- Vendors/Contractors
- Visitors
- Other: Include any other stakeholders not listed above.

#### **DEFINITIONS**

**Institutional Grade Point Average (GPA):** The average of grades received in all courses taken at AU, including only the most recent grade for courses that have been taken more than once at AU and are not repeatable for credit. This GPA is used in determining graduation eligibility and academic standing.

**Regents’ Grade Point Average (GPA):** The average of every grade received at AU, including repeated courses. This GPA is used in determining eligibility for scholarships and academic awards.

#### **PROCESS & PROCEDURES**

With the exception of such courses as Wellness (WELL) activity courses, “Selected Topics” courses, and other courses specifically designed for repetition and designated as such in the AU Catalog, by receiving a grade of “A,” “B,” “C,” “D,” “F,” or “WF” in a course for which credit

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**Office of Compliance and Enterprise Risk Management Use Only**

**Policy No.:** 3726

**Policy Sponsor:** Vice President for Academic and Faculty Affairs

**Originally Issued:** Not Set

**Last Revision:** 06/05/2017

**Last Review:** 06/27/2017

has already been received, a student forfeits credit toward graduation in the previous attempt in the course. In the case of a “W” grade for a repeated course, only the grade from the previous attempt will be used. The final grade for graduation purposes will be the grade in the repeated course. The institutional GPA reflects only the most recent grade for a repeated course, unless the course has been designated as one that may be repeated for credit. All hours attempted and grades earned will appear on the transcript and will be used to calculate the Regents’ GPA.

**REFERENCES & SUPPORTING DOCUMENTS**

Intentionally left blank.

**RELATED POLICIES**

Adding, Dropping, and Withdrawing from Courses for Undergraduate Students Policy  
Graduation with Honors Policy

**APPROVED BY:**

President, Augusta University and CEO, AU Health System    Date: 06/27/2017