

## **Motion Re Repeat to Replace Courses Policy**

### **Motion:**

Effective Fall 2011

~~Deletion~~

Under the conditions outlined below, undergraduate students who have retaken courses and earned a higher grade may request to have the first grade excluded from their institutional GPA. If the request is approved, the Office of the Registrar will make appropriate notations next to the original course and the retaken course on the student's official transcript. Grades for all attempts at the course will appear on the student's official transcript regardless of whether or not the grade has been excluded from the student's GPA. This policy has no effect on any GPA requirements set by state or federal laws/regulations (such as the GPA requirements set by the HOPE scholarship program). A copy of the request and approval will become part of the student's permanent record file. This policy will take effect for courses that are repeated Fall 2011 or thereafter. Students who have repeated courses prior to this date will not be allowed to delete earlier attempts from their GPA calculation. This policy does not override the Senate policy that allows units to prohibit students from repeating courses.

An undergraduate student may request to have a grade excluded from GPA computation under the following conditions:

1. Before requesting to apply the repeat-to-replace policy, a student must have retaken the same undergraduate course (or the renumbered substitute for that course) in the same department at GSU and earned a higher grade in the course retaken.
2. No more than a total of four course grades (from four different courses) may be replaced and excluded from the student's GPA.
- ~~3. Requests must be submitted before the beginning of the term of graduation.~~
4. Once a request has been approved the request cannot be revoked or reversed.
5. This policy applies only to the first recorded grade in a course that a student has repeated. For example, suppose that a student took a course three times. The student may use the second or third grade to replace the first grade. The student may not use the third grade to replace the second grade.
6. This policy does not apply if the original grade was assigned as a result of a violation of the Academic Honesty policy. (The University maintains internal records of violations of the Academic Honesty policy. In addition, in some cases, violations of the Academic Honesty policy are noted on the transcript. Whether the violation is recorded internally or on the transcript, a student may not replace a grade that was awarded as a result of a violation of the Academic Honesty policy.)

7. The Repeat-to-Replace applies only to degree-seeking students pursuing their first undergraduate degree at GSU.

**Rationale:**

The deadline for RtoR requests may have to move in light of the number of requests. Removing this sentence allows the Office of the Registrar to move this deadline without Senate Action.