

Repeat Course Third Attempt Approval Form

Kremen Education bldg., room 130

Date: _____ ID Number: _____

Last Name: _____ First Name: _____ M.I.: _____

Email: _____ Major: _____ Semester: _____ Year: _____

Course Name/Number: _____

Please Note: This form is only approved and processed for the term indicated above. If you do not enroll in the course this semester, you must complete a new form and get approval for a later term.

Student Signature: _____ Date: _____

Department Checklist

This section must be reviewed by the student's major advisor and approved by the department chair of the class you are requesting to repeat.

Undergraduate students may not register to take a course more than two time unless the student **meets all** of the following conditions **or** second attempt was completed spring 2020:

- have not exceeded 28 units of repeated coursework,
- received a grade of D, F, IC, or WU upon the second attempt of the course,
- this is not the Fourth or more attempt,
- the course to be repeated is a program requirement,
- the program they are pursuing requires a passing grade to fulfill a program requirement,
- there are no other courses in the catalog that can be used to fulfill the pgoram requirement.

OR

- Second attempt was completed spring 2020. (Only Major Advisor signature recommended)

Note: Campuses may allow students to repeat a course taken in spring 2020 even if the student has already attempted the course twice (Temporary suspension of EO 1037 B.2.b.)

Recommendations

Comments: _____

Approved Denied

Major Advisor Signature: _____ Print Last Name: _____ Date: _____

Comments: _____

Approved Denied

Class Department Chair Signature: _____ Print Last Name: _____ Date: _____

FOR CGE OFFICE USE ONLY

Updated by: _____ Date: _____