

## **POLICY ON REPEATING COURSES**

(Approved 6/13/02; modified 9/18/03)

The University recognizes that undergraduate students may need to repeat one or more courses in order to fulfill degree requirements and/or enhance previously acquired skills. However, students should seek academic advisement **before** deciding to repeat any course.

- A maximum of 15 semester units of CSU Northridge coursework in which a student earned a "C-" or lower grade may be repeated for the purpose of "excluding grades" (or "grade forgiveness") from the computation of a student's overall GPA. Only the first 15 semester units repeated are eligible for grade forgiveness. All subsequent repeats will be averaged into the student's total GPA.
- Registration in repeated courses is restricted to the extended and late registration periods and is prohibited during the priority registration period..
- Subsequent enrollment must be on the same basis of grading as the first.
- Only one repeat per course is permitted for the purpose of improving the grade. Grades assigned as part of a disciplinary action may not be forgiven.
- The higher of the two grades is counted in the student's grade point average. The lower grade is "forgiven" from GPA computation, but both grades appear on the student's permanent record (transcript).
- Students may not improve grades of courses taken at other institutions by repeating them at CSU Northridge, nor may students improve grades of courses taken at CSU Northridge by repeating them elsewhere.
- Excess Enrollment: On the third or subsequent enrollment in a course, permission of the associate dean of the college is necessary.
- This policy does not pertain to repeats in courses such as Music Ensembles and Independent Study where the curriculum allows, permits or requires repeats.

**NOTE:** Students should be aware that other institutions (e.g., medical schools, graduate programs, law schools) might use the forgiven grades in grade point computations.