

Repeating a Course Policy

ROWAN UNIVERSITY POLICY

Title: *Repeating a Course Policy*

Subject: *Academic Affairs*

Policy No: *AA: 2015: 11*

Applies: *University-Wide*

Issuing Authority: *Provost / Senior Vice President for Academic Affairs*

Responsible Officer: *Deans*

Adopted:

Last Revision: *08/01/2015*

Last Reviewed: *08/01/2015*

I. PURPOSE

The purpose of this policy is to outline the requirements for retaking a course.

II. ACCOUNTABILITY

Under direction of the Provost, all Deans and Department Chairs shall implement this policy and all faculty shall ensure compliance with the policy.

III. APPLICABILITY

This policy applies to all students of Rowan University.

IV. POLICY

1. In the event that a student repeats a course, the grade received for the repeated course will constitute the final grade for that course for cumulative G.P.A. purposes whether the grade is higher or lower than the grade received in the original course. The original grade, although not counted in the cumulative G.P.A., remains on the student's transcript.
2. The same course may not be taken more than twice, including withdrawals, unless noted otherwise in the course description or unless approval from the department chairperson is granted. The approval by the chairperson is for one repetition of the course, and each repetition will require separate approval. Previous approval is no guarantee of approval for future repetitions. This policy is retroactive and approval is needed under this policy using the current form.
3. Except for general education and Rowan Experience courses, more stringent restrictions may be determined by the individual departments /colleges, only to meet standards recommended by accrediting bodies, statutory regulations, and/or professional societies.