

REPEATED COURSE FORM

Oklahoma Baptist University Academic Center

Student please read the following policy statement and sign below indicating that you understand how it will be applied to your record; if you have any questions please contact the Registrar.

When a course is repeated, only the grade from the SECOND attempt is computed in the grade point average. This policy applies to courses taken and repeated at OBU, courses taken and repeated at other institutions, and courses taken at other institutions and repeated by taking equivalent courses at OBU.

Then following exceptions apply to the above policy:

- 1) If a student repeats a course in which he has earned a grade of C or better, both grades will be calculated in the GPA (NOT averaged together!)
- 2) If a course taken at OBU is repeated at another institution, both grades will be calculated in the GPA (NOT averaged together!)
- 3) If a student repeats a course by correspondence, both grades will be calculated in the GPA (NOT averaged together!)
- 4) If a course is repeated more than one time, the second and all subsequent grades will be calculated in the GPA (NOT averaged together!)
- 5) If a course is taken for standard grading (A,B,C,D,F), it cannot be repeated with the pass/fail option.

PLEASE LIST BELOW COURSES TO BE REPEATED:

Course: _____

Sem./Year _____

Dept. Number _____

Course Title _____

Credit Taken _____

Repeated _____