

*“A maximum of two course repetitions are allowed in matriculated graduate study; if necessary, this will allow a student to repeat a course two additional times. The grade received in a repeated course is calculated in the cumulative GPA, but the first grade still appears on the transcript. If a course is repeated two additional times, all grades will appear on the transcript, while the first and second attempts associated with the course will be excluded from the cumulative GPA calculation.”*

*Students may not repeat a course without prior approval from the department. Non-matriculated students, including certificate students, are allowed to repeat only one course once. Students who receive an F in a course will be required to repeat that course. The academic advisor may contact the Vice Provost for Graduate Studies if the course is no longer offered or not applicable to the student's current program, or other extenuating circumstances are believed to exist.”*