

# REPEATING A COURSE

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- a. Students may opt to repeat any course once. Special permission must be obtained for a second repeat of any course; forms are available in the Office of the Registrar (<https://dyc0.sharepoint.com/sites/SolutionsCenter/SitePages/Registrar.aspx>). In each case, the original grade will be replaced by the second grade earned, whether higher or lower, when calculating the G.P.A. The original grade will remain on the transcript, although it is not used for G.P.A. calculation. Students must complete and submit the appropriate form at the time of registration for a second repeat of a course. Students should take note that, if the repetition is not required by the University, New York State will not allow the credit hours for the course to determine the minimum course load required for financial aid purposes.
- b. Students who fail a course or do not meet minimum course requirements for a department or program at D'Youville University may only replace the failure by taking/passing the course at D'Youville University