



UNIVERSITY POLICY STATEMENT

UPS 300.015

REPETITION OF COURSES

Undergraduate students may repeat courses at California State University, Fullerton for which grades of “C minus” (1.7) or lower were earned either at Cal State Fullerton or at other institutions; in repeating such courses, the current grading system shall be used. Up to 16-units at CSUF can be repeated for ‘grade forgiveness’ for grade point average calculation. In computing the grade point average of a student who repeats courses in which he or she received grades of “C minus” (1.7) or lower, only the most recently earned grades and grade points shall be used for the first 16 units repeated. Nevertheless, the original grade on the academic record shall not be changed or eradicated.

In exercising this option, an undergraduate student must repeat the course at Cal State Fullerton and may request application of this policy when a course has been repeated. This must be accomplished using the appropriate petition form, immediately following the term in which the course has been completed, so that the student's grade-point average can be revised. In the absence of student petitions, courses successfully repeated are often credited by the Office of Admissions and Records during degree requirement reviews at the time of graduation, but it is ultimately the student’s responsibility to file the appropriate petition.

In the case of any repetition of courses by undergraduate students beyond the 16-unit limit, both grades shall be used in computing grade-point averages up to a maximum of 12-units. Successful repetition of a course originally passed carries no additional unit credit toward a degree or credential except for certain courses such as independent study, practicum, or other courses specified in this catalog as "may be repeated for credit."

Therefore, the overall maximum limit for repeated units by an undergraduate student is 28. Of those 28 units, no more than 16 units may be taken for ‘grade forgiveness’ and no more than 12 units maximum may be applied after forgiveness units are exhausted.

Undergraduate students may repeat an individual course for grade forgiveness no more than two times. This guideline does not apply to courses noted in the University Catalog as “may be repeated for credit”. There may be extreme cases where an exception would be considered by petition.

Undergraduate students transferring from other colleges where courses were taken and repeated may be eligible for consideration under this policy.

The undergraduate student repetition of course policy for grade forgiveness shall not be applicable for courses in which a grade of “C minus” (1.7) or lower was given for the disciplinary reason of academic dishonesty.

Policies regarding repetition of courses by graduate students can be found in “Academic Standards for Graduate Degree Students” (UPS 410.106).

Source: Graduate Education Committee, Fall 2014
Academic Standards Committee, Spring 2015

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