



COURSE REPEAT with PASSING GRADE

For Office Use Only

Any grade awarded for repetition under significant lapse of time or special circumstances shall not be counted in calculating grade-point average.

Name: _____ Student I.D. #: _____
Address: _____ Date of Birth: _____
City State Zip Code Phone Number: _____

Directions: Course Repeat with Passing Grade Petition must be submitted along with required documentation at least ten days before the start of the semester.

Table with 4 columns: SEMESTER/YEAR REQUESTING TO REPEAT, COURSE TITLE & NO., PREVIOUS SEMESTER / YEAR, PASSING GRADE RECEIVED

Course Repeat with Passing Grade – Recency Policy: (A, B, C, P) I wish to repeat the course for which I received a passing grade (A, B, C, P) and meet the following criteria consistent with the requirement of Section 55043 (Title V):

Significant Lapse of Time (no less than at least three years): recency as a prerequisite for another community college course or program, or other higher education institution’s recency requirement.

Must provide the following documentation (Incomplete petitions will not be accepted):

- Proof from the program indicating the timeline of the expiration of courses.
Transcripts from previous college(s) attended. Unofficial transcripts can be used for review.

Blank lines for providing documentation.

I understand that any grade awarded for repetition under special circumstances shall not be counted in calculating my grade-point average.

Student’s Signature _____ Date _____

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Approved Denied Date Registrar Signature

Comments: _____