



FLETCHER TECHNICAL COMMUNITY COLLEGE
Policy # 1.509

Course Repeat/Delete Policy

Authority:	Registrar's Office	Effective Date:	02/20/2018
	Enrollment Services	Last Revision:	03/09/2020
	Academic Affairs		

PURPOSE:

The purpose of the following policy is to communicate the following:

- the definition of students' adjusted grade point average (adjusted GPA)
- an explanation of the repeat indicators found on students' transcripts
- the process to request that a previous attempt of a repeated course is excluded from a student's cumulative GPA.
- an explanation of the GPA used to determine graduation eligibility

POLICY STATEMENT:

This repeat policy applies only to courses taken at Fletcher Technical Community College. Students have the option to repeat a course as many times as they choose. The highest grade earned will be used to determine the acceptability of the course for prerequisite and degree requirements. Prior grades will be flagged as repeated and maintained on the academic record. Repeated coursework influences students' adjusted grade point average. The adjusted GPA is the student's GPA that excludes any quality points/hours and grades in the GPA calculation due to repeat/delete petition approvals and/or Academic Renewal. The adjusted GPA includes the last grade in a repeated course. This grade will have "I" (Include) next to it on the transcript which signifies that the course is included in the adjusted GPA calculation. Courses that are excluded from the cumulative GPA calculation will have an indicator next to the grade. The grade will have "E" (Exclude) next to it on the transcript which signifies that the course is excluded in the adjusted GPA calculation.

Students who repeat a course in which a grade of "C" or lower was earned may request that the earlier grade is excluded from cumulative grade point average calculations if both attempts were at Fletcher. The latest attempt must have a higher grade than the previous attempt.

Students must complete a Petition to Exclude Repeated Coursework from Cumulative GPA form for this option to be considered. This form can be found on the Records and Registration page on Fletcher's website. Students can petition to have up to 12 hours coursework excluded from their cumulative GPA. However, grades for the same course will only be excluded three times. The cumulative grade point average will reflect the adjusted average on grade reports and transcripts. Students are cautioned that the grades earned in all courses attempted will remain on the transcript and that the other colleges and universities may not honor the repeat/delete policy offered at Fletcher.

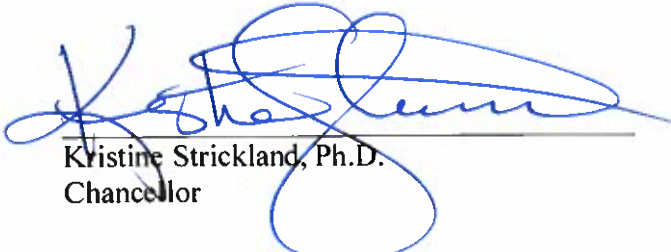
Notes:

- Fletcher utilizes a student's program GPA to determine graduation eligibility and graduation honors. This GPA includes only courses that are utilized to satisfy degree requirements.
- Fletcher will use the semester grade point average determine semester honors.
- Agencies and organizations which provide financial assistance/scholarships (federal and state government, businesses, etc.) may have requirements relative to course withdrawal and course repeats which are more stringent than those described here.

Distribution: Distributed Electronically via College's Internet.

APPROVAL:

Reviewing Council/Entity	Approval Date
Policies and Procedures	07/29/2020
College Council	09/21/2020



Kristine Strickland, Ph.D.
Chancellor