

UNIVERSITY COLLEGE

 Washington University in St. Louis

COURSE RETAKE FORM

| STUDENT INFORMATION | | |
|---------------------|--------------------|------------|
| FIRST NAME | LAST NAME | STUDENT ID |
| ADDRESS | CITY, STATE, & ZIP | |
| | EMAIL ADDRESS | PHONE |

Retake Policy

You may repeat a course in which you have received a D or F grade (including 100-200 level courses with University College authorization), in which case only the most recent grade will be included in calculating your grade point average. Departmental permission is required. All enrollments will appear on your transcript, but the symbol “R” will replace the earlier grade for a repeated course if the grade in the second enrollment is equal to or higher than the grade in the first enrollment. Course credit is allowed for only one enrollment in a given course.

Course Information

| I WISH TO RETAKE THE FOLLOWING COURSE: | | | | |
|--|------------|---------------|----------------------|--------------------|
| DEPT. NUMBER | DEPT. NAME | COURSE NUMBER | SEMESTER FIRST TAKEN | SEMESTER OF RETAKE |
| | | | | |

STUDENT SIGNATURE

DATE

ADVISOR APPROVAL

DATE

UC DEAN APPROVAL

DATE

ORIGINAL: Student File
COPY: Student
COPY: University College Registrar