

**Creighton University College of Professional Studies
Policies and Procedures**

POLICY:	ISSUED:	REV.	REV.
Repeating Courses Policy	3/27/2015		
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Repeating Courses Policy

Purpose

The purpose of this policy is to identify circumstances in which a student may repeat a course.

Policy

A course in which a final grade of D or F (including NP or UN) has been earned may be repeated.

A course for which a final grade of C or better (including P and SA) has been earned may not be repeated.

In the event a course is repeated the following regulations apply:

- The course must be repeated at Creighton
- The grade earned will be entered on the student's record in the term in which the course is repeated
- The credit and quality points for the highest grade earned (one grade only) will be used to calculate the student's GPA
- The original course entry and grade (D, F, NP, or UN) remain on the student's permanent record and will appear on any transcript issued
- Courses with marks of AF, WF, AU, or W remain on the student's permanent record.

Scope

This policy applies to all courses offered by the College of Professional Studies.

Administration and Interpretation: This policy is administered by the College of Professional Studies. Questions regarding this policy should be referred to the College of Professional Studies.