



COLLEGE OF EDUCATION

Request to Repeat a Graduate Course

A graduate advisor may allow a student to petition to repeat a graduate course in which the student received a grade of B- or lower. The number of courses that may be repeated is limited by each program area. The appropriate approvals must be obtained and the necessary override issued before registering to repeat a course. The original grade for the course will remain on the student's transcript, but only the grade received in repetition of the course will be used in computation of the student's honor point average. Students will not receive University financial aid for repetition of courses.

**Instructions to Student**

Before you register, complete the form, obtain your advisor's signature and submit to the Graduate Education Office, Room 489 for approval. You will then be notified through e-mail if your request was granted.

Name (first, middle initial & last)		WSU ID Number (9 digits)	
		<input type="checkbox"/> Male	<input type="checkbox"/> Female
E-mail Address	Phone Number		
	<input type="checkbox"/> Graduate Certificate	<input type="checkbox"/> Master's	
Name of Major	<input type="checkbox"/> Education Specialist	<input type="checkbox"/> Doctoral	
Original Course Number	Term & Year Taken	Sem. Hrs.	Grade
New Course Number	Repeat Term & Year	Sem. Hrs.	Course CRN (5 digits)
Student's Signature	Date		

Advisor's Approval	_____	Date	_____
COE Graduate Officer	_____	Date	_____