

Request to Repeat Course

Student ID Number

Student Name (Last, First, MI)

Pirate Mail _____@students.pensacolastate.edu

Students are not eligible to repeat courses in which grades of "C" or better have been earned, but with some special circumstances, repeat permission may be granted: individuals who are required to repeat a course by a regulatory agency for licensure or program requirements; students who have not been enrolled in a specific discipline for some time and are in need of a refresher; other mitigating circumstances may be considered (6A-14.0301).

If approved, the initial grade of "C" or better and the subsequent grade will appear on the transcript, but only the initial grade is included in the grade point average. Credit will not be awarded for the repeat course. Students receiving financial aid, veteran benefits, or scholarship funds should consult with the Office of Financial Aid or Veteran Services before seeking approval to repeat a course in which a grade of "C" or better has been earned because financial assistance may not be approved.

| Term | Course Number and Title |
|------|-------------------------|
| | |

Indicate the term you previously completed the course with a grade of "C" or better: _____

Provide the reason(s) you are requesting approval to repeat this course: _____

Student Signature

Date

Advisor Signature

Date

Appeal Review

The below Pensacola State administrators have the authority to approve registration in a course previously completed with a "C" or better:

Pensacola Campus

Dr. Monique Collins

Warrington Campus

Dr. Katie Hudon

Milton Campus

Jennifer Hill Faron

South Santa Rosa Campus

Karen McCabe

Request approved

Request denied

Administrator Signature

Date