Delgado

COMMUNITY COLLEGE

PROCEDURES FOR REPEAT/DELETE

Students may repeat courses as many times as they choose as long as they have not taken a higher-level course in the same area (i.e., a student may **not** retake MATH 118 after completing MATH 130). The prior grade is not computed in the grade point average. The last grade received becomes the official grade for the course and is the grade computed in the grade point average.

Prior to Fall 2012, an "R" was added to the right of the repeated grade. The original grade plus the "R" remained on the student's academic record. A "W" did not delete a prior grade.

Effective Fall 2012, an "E" is added next to the deleted grade under the "R" column header on the transcript. The original grade plus the "E" remain on the student's academic record. A "W" does not delete a prior grade.

Repeat/Deletes for courses in which both attempts were taken between Fall 1984 and Spring 1992 <u>or</u> in Summer 1992 and later will be calculated automatically. *However*, if one attempt at a course was made prior to Summer 1992 and the next attempt was made in Summer 1992 or later, the student must notify the Registrar's Office in order to initiate the "Repeat/Delete" procedure. The [Repeat/Delete Application (Form 1441/003)](#) must be completed *by the student* to assure that the repeat/delete is entered on the student's record.

Faculty and staff who review a student's record and identify courses for which the "R" has <u>not</u> been added are encouraged to notify the Registrar's Office. Corrections will be made by the Registrar's Office.

Students should be cautioned that many four-year colleges, universities and professional programs do <u>not</u> honor repeat/delete. They average all grade attempts in a student's cumulative GPA.

A student who successfully completes a course at Delgado Community College, repeats the equivalent course at a four-year institution because the four year institution would not accept the Delgado course and receives a lower grade (including an "F"), and then returns to Delgado, retains the right to use the Delgado credit to meet degree requirements at Delgado Community College. Otherwise, a repeat at a four-year institution will delete the Delgado credit from credits available to meet degree requirements.

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