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 120 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.

Effective Spring 2020, courses previously transferred with D, F, or W are excluded from this policy as Delgado no longer accepts transfer courses with these type of grades.

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.

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

Students who took a course for the first time at Delgado between fall 1984 and spring 1992 and then repeated the course must apply to have the first grade deleted from their cumulative grade point average. Forms for such requests are available in the Office of the Registrar on each campus and site.

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

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Policy Review/Approval:

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        Procedures Manual, issued August 15, 1994
Updates Approved by Academic Affairs Council 2/15/07
Procedural Update as per LCTCS Banner Requirements 1/18/13, 7/29/20
Procedural Update Approved by Vice Chancellor for Academic and Student Affairs
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Procedural Update Approved by Vice Chancellor for Academic Affairs 11/1/24