




Title: Course Repeat Policy	
Written by: Curriculum Committee Registrar	
Date Initiated: 4/2007	Date Revised: 4/2009; 4/2012
Approved by:  _____ Chancellor	Governing Board Approval: _____ Date
 _____ Date	 _____ Date

PURPOSE

The purpose of this policy is to describe the guidelines for repeating a course offered by Trinity College.

POLICY AND PROCEDURE

Students may repeat a course only when one of the following conditions is met:

1. If the student has not completed the course with a grade of C or better and the course is necessary to satisfy requirements for a degree, the course may be repeated once.
2. If the student needs to raise their grade point average to the required level for graduation, a course may be repeated once.

Students who must repeat a course when the course is not offered in a subsequent term, must withdraw from the College and reapply for the term in which it is offered. In a repeated course, only the highest grade will be counted in the grade point average. Students’ transcripts will reflect a repeated course by placing an R next to the first course grade. Failure to receive a C or above in a repeated course, or in more than two courses in a program, may result in dismissal from the College.

Students who are dismissed for failure to make satisfactory academic progress may not be considered for readmission. A student who fails to pass a course (receives a grade of C-, D, F WP, or WF in theory and/or clinical for the semester grade) may not be allowed to progress to the next semester when the failed course is a prerequisite for the course(s) that follow.