

Repeated Courses - Undergraduate

Undergraduate Repeat Policy

Undergraduate students may repeat a course under certain conditions:

1. Courses in which a passing grade is earned may be repeated only once.
2. The repeated course is taken at Marquette.
3. The repeated course is the same as the original course or established as an equivalent of the original course (e.g., honors and non-honors versions of a course).
4. The repeated course is graded with the same grading options as the original, e.g., students may not exercise the CR/NC option for a repeated course, unless it was originally taken with this option.
5. The course was used toward the degree requirements of a Marquette degree that is not yet posted to the academic record.
6. Courses in which a grade of ADW, AU, AUA, F, NC, W, WA, WF, UW, U, UNC or UY was earned may be repeated until a passing grade is assigned; once the passing grade is assigned, that course may be repeated only one more time, regardless of the grade earned.
7. A passing grade is determined as the minimum grade required by the university grading policy to earn credit for a course, or satisfactorily complete course work. Passing grades for undergraduates at Marquette are: D or above, CR, S, SNC or SY (See Grading System (<https://bulletin.marquette.edu/policies/grading-system/undergraduate-healthscienceprofessional/>) in this bulletin).
8. As an exception to the regulation, these courses allow unlimited repeats: colloquiums, continuation placeholder, co-ops, independent study/research, internships, practicums/clinicals/field work experience, seminar/reading, studio/workshops, study abroad and variable title courses (e.g., topics).

Credit hours earned in a repeated course, other than #8 above, are only awarded once; however, all previous courses and grades remain on students' permanent academic record. The highest grade earned is included in the cumulative GPA and the lowest grade is excluded from the cumulative GPA calculation. The cumulative GPA is adjusted at the time the repeated course is graded. When grades of ADW, AU, AUA, W, WA or UW are earned in the repeated course, the earlier grade remains in the cumulative GPA. When external transferred courses are repeated, only the Marquette course/grade is reflected in the total credits earned and the cumulative GPA, although transfer credit is retained if the Marquette course attempt is failed.

At the time of registration, the repeat process in CheckMarq allows the repeat of a course only once, unless the course is an unlimited repeat course (see #8 above). Students who need to repeat a course, and that repeat is allowed under the policy, must petition this action via the Request to Repeat a Course form located on the Marquette Central academic forms website (http://www.marquette.edu/mucentral/registrar/policy_forms.shtml). This petition is granted only if the request is in adherence to all the repeat criteria listed above.