

## Policy Revision

<b>Policy Title</b>	Repeating a Course & Grade Replacement		
<b>Policy URL</b>	<a href="https://catalog.arizona.edu/policy/courses-credit/grading/course-repeat">https://catalog.arizona.edu/policy/courses-credit/grading/course-repeat</a>		
<b>Suggested updates</b>	<ul style="list-style-type: none"> <li>-Remove undergraduate grade replacement limit.</li> <li>-Make undergraduate grade replacement automatic for repeats of regular courses with original earned grades of C, D, or E, and for repeats of courses designated as repeatable for credit when the original earned grade is E.</li> <li>-Make undergraduate grade replacement an option for courses designated as repeatable for credit when the original earned grade is C or D.</li> <li>-Change undergraduate grade replacement to use highest graded attempt instead of latest graded attempt in GPA.</li> <li>-Change Complete Withdrawal (WC) to count as a course attempt for all students.</li> <li>-Increase allowed repeats from 2 to 3 for all students.</li> <li>-Add option for grade replacement for students in JD program.</li> <li>-Add option for grade replacement for a single course for graduate students.</li> </ul>		
<b>Rationale for updates</b>	<p><b>Undergraduate</b></p> <ul style="list-style-type: none"> <li>-Current limits on GRO block some students from graduating.</li> <li>- GRO setup requiring students to apply for GRO prevents some students from making use of the policy if they are unaware of the process or miss the GRO deadline. Changing to an automatic process will allow all students to benefit from the policy equally.</li> <li>-Current policy replaces the original grade with the grade from the repeat attempt, even if that grade lowers the student's GPA. Changing setup to keep the highest earned grade protects students from unforeseen circumstances that may result in a lower repeated grade.</li> </ul> <p><b>Graduate &amp; Professional</b></p> <ul style="list-style-type: none"> <li>-Current practice for JD degree allows for 3 GROs; updating policy to explicitly define that option.</li> <li>-Addition of GRO at the graduate level adds consideration for working professionals that are simultaneously completing a graduate degree. These students frequently take one course at a time, which creates challenges in rectifying a low GPA.</li> </ul>		
<b>Contact Person for Questions</b>	Abbie Sorg; Sharon Aiken-Wisniewski; Judd Ruggill		
<b>Responsible Unit</b>	Office of the Registrar; Academic Advising Council; Graduate College	<b>URL</b>	<a href="https://registrar.arizona.edu/">https://registrar.arizona.edu/</a> <a href="https://advising.arizona.edu/professional-organizations-resources/academic-advising-council">https://advising.arizona.edu/professional-organizations-resources/academic-advising-council</a>
<b>Career Applicability</b>	<input checked="" type="checkbox"/> Undergraduate <input checked="" type="checkbox"/> Graduate <input checked="" type="checkbox"/> Law <input checked="" type="checkbox"/> Medicine <input checked="" type="checkbox"/> Pharmacy <input checked="" type="checkbox"/> Veterinary Medicine		
	UGC Policies Subcommittee	Scheduled: 4/1/2025	Status: Approved 4/1/2025
	Undergraduate Council	Scheduled: 4/15/2025	Status: Approved 4/15/2025
	Graduate Council	Scheduled: 4/11/2025	Status: Approved 4/11/25
	Undergraduate CAAC	Scheduled: 4/22/2025	Status: Approved 4/22/25

	Graduate CAAC	Scheduled: 4/8/2025	Status: Approved 4/08/2025
	Faculty Senate Executive Committee	Scheduled: 4/21/2025	Status:
	Faculty Senate	Scheduled: 5/5/2025	Status:
	Provost	Scheduled: 5/6/2025	Status:

### Policy Revision Side by Side

Additions in **Green** – Deletions in **Yellow**

Existing Policy	Proposed Edit
<p><b>Repeating a Course &amp; <del>Grade Replacement</del></b></p> <p><b>Repeating a Course</b></p> <p>Students may attempt the same course at the University no more than <b>twice</b>. Courses that may be <del>attempted no more than twice</del> include:</p> <ul style="list-style-type: none"> <li>courses completed with a passing or failing grade (i.e., C, D, E, S, P, F, I grades)</li> <li>courses that were audited or withdrawn from (i.e., O, W, E, WO, XO grades). Thus, a student who drops a course any time after the <b>drop deadline</b> has attempted that course. <del>Repeating a course with the Grade Replacement Opportunity (GRO) counts as an additional attempt.</del></li> </ul> <p>Certain courses <del>may be repeated and are excluded from the count of attempts:</del></p> <ul style="list-style-type: none"> <li><del>courses included in a <b>complete withdrawal</b> from the University (i.e., WC grade)</del></li> <li>courses cancelled by the department offering the course</li> <li>courses designated as repeatable for credit</li> </ul>	<p><i>This policy is effective for courses taken in Fall 2025 and beyond. For courses taken in Summer 2025 and before, refer to the previous Repeating a Course &amp; Grade Replacement policy (<a href="#">link</a>).</i></p> <p><b>Repeating a Course &amp; <b>Grading for Repeated Courses</b></b></p> <p><b>Repeating a Course</b></p> <p>Students may attempt the same course at the University no more than <b>three times</b>. Courses that may be <b>repeated</b> include:</p> <ul style="list-style-type: none"> <li>Courses completed with a passing or failing grade (i.e., C, D, E, S, P, F, I, <b>or MG</b> grades)</li> <li>Courses that were audited or withdrawn from (i.e., O, W, <b>WC</b>, E, WO, XO grades). Thus, a student who drops a course any time after the <b>drop deadline</b> has attempted that course. Courses cancelled by the offering department are excluded from the count of attempts.</li> </ul>

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<p>Certain courses may not be repeated:</p> <ul style="list-style-type: none"> <li>courses with original grades of A or B, <del>except as specifically provided by departments on a course-by-course basis</del></li> <li><u>Success Courses</u></li> </ul> <p><b>Grading for Repeated Courses</b></p> <p><del>By default for all students</del>, when a completed course with a passing or failing grade is repeated, the cumulative <u>grade-point-average (GPA)</u> will reflect the grades earned in <del>both the first and second</del> attempts. Credit will be applied only once to the degree program, unless the course is designated repeatable for credit <del>by the department</del>.</p> <p><del><b>Undergraduate Grade Replacement Opportunity</b></del></p> <p><del>Undergraduate students who have not received a bachelor's degree from the University of Arizona may use the Grade Replacement Opportunity (GRO) when repeating certain undergraduate courses; graduate students and graduate-level courses are not eligible. GRO offers students the ability to replace grades of C, D, or E by repeating the course. Grades earned using the GRO will replace one previous grade for the course in the calculation of the <u>grade-point-average (GPA)</u>, even if the grade from the repeated attempt is lower than the first attempt. Both the original grade and the grade from the repeated attempt remain on the academic record. GRO may be used for a maximum of 3 courses.</del></p>	<p>Certain courses <del>are designated as repeatable for credit; credit for these courses can be earned multiple times as indicated in the course catalog.</del></p> <p>Certain courses may not be repeated:</p> <ul style="list-style-type: none"> <li>Courses with original grades of A or B</li> <li><u>Success Courses</u></li> </ul> <p><del>The opportunity to repeat a course depends on course availability; students are not guaranteed the ability to repeat courses.</del></p> <p><b>Undergraduate Grading for Repeated Courses</b></p> <p><del>When undergraduate students repeat <u>Regular Graded</u> undergraduate courses, the student's <u>grade-point-average (GPA)</u> reflects only the highest grade earned in the repeated course. Credit is earned only for the completion that is included in the GPA.</del></p> <p><del>All grades earned in the course remain on the academic record; grades from each attempt on a course may be taken into consideration for students applying to competitive majors or graduate programs at the University of Arizona or other institutions.</del></p> <p><del>The student's cumulative units and GPA are adjusted when the final grade for the repeat attempt has been posted. Only grades of A, B, C, D, or E are reflected in the GPA; when a repeat attempt results in a grade of S, P, F, I, O, W, WC, WO, or XO, the GPA and earned units will reflect the regular grade of the previous attempt.</del></p>

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<p>The <u>GRO filing</u> process and instructions are accessible on the Office of the Registrar website. GRO filing deadlines are set by the Registrar and published at <u>Dates and Deadlines</u>. When the final grade for the GRO repeat attempt has been processed in the Office of the Registrar, the cumulative units and <u>grade-point-average (GPA)</u> will be adjusted. Grades of I and Y are not final grades. After filing for GRO, it is the student's responsibility to notify the <u>Office of the Registrar</u> of any change that may affect the registration in the course being repeated.</p> <ul style="list-style-type: none"> <li>GRO may only be used when repeating the same course with the same grading type; students cannot replace a grade in the original course using a different course.</li> <li>The following course types are not eligible for GRO: Credit by Exam, Grade by Exam, Individual Studies courses (i.e., Preceptorship, Directed Research, Internship, Practicum, and Independent Study), Developmental courses (i.e., those with AX/BX after the course number), and courses taken for Pass/Fail grades.</li> <li>GRO repeat attempt grades of O, W, WO or XO count as attempts, but do not replace the grade in the first attempt.</li> <li>If a student passes the first attempt, but fails the GRO repeat attempt, the failing grade is calculated in the <u>grade-point-average (GPA)</u>; however, the units earned in the first attempt may be applied toward degree requirements.</li> </ul>	<ul style="list-style-type: none"> <li>For courses with an original earned grade of C, D, or E, the GPA will reflect the highest grade earned.</li> <li>For courses designated as repeatable for credit with an original earned grade of E, the GPA will reflect the grade of the second attempt if higher than E.</li> <li>For courses designated as repeatable for credit with an original earned grade of C or D, the second attempt will earn additional credit and the GPA will reflect the grades of both enrollments. Students may petition to have the GPA reflect the higher grade of the second attempt instead of earning additional credit for the repeat.</li> <li>Grades earned through Credit by Exam are permanent and their inclusion in the GPA cannot be altered by course repeats.</li> </ul> <p><b>Graduate and Professional Grading for Repeated Courses</b></p> <p>For graduate and professional (Law, Medicine, Pharmacy, and Veterinary Medicine) courses, when a completed course with a passing or failing grade is repeated, the cumulative <u>grade-point-average (GPA)</u> will reflect the grades earned in <u>all</u> attempts. Credit will be applied only once to the degree program, unless the course is designated Repeatable for Credit.</p> <p>The Grade Replacement Opportunity (GRO) offers students the limited ability to replace an earned grade by repeating the course. Grades earned using the GRO will replace one previous grade for the course in the calculation of the <u>grade-point-average (GPA)</u>, even if</p>

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<p>Policies or circumstances may limit the opportunity to use the GRO. Neither the department nor the Office of the Registrar is responsible for the loss of this opportunity due to changes in course offerings such as course cancellation, unit change, or time change.</p>	<p>the grade from the repeated attempt is lower than the first attempt. Both the original grade and the grade from the repeated attempt remain on the academic record. Credit is earned for the GRO attempt only.</p> <ul style="list-style-type: none"> <li>Graduate students may attempt GRO for 1 course with an original earned grade of C, D or E, with program approval.</li> <li>Students in the Juris Doctorate program may attempt GRO for 3 courses (maximum 10 total units) with original earned grades of C- or lower.</li> <li>GRO is not available to undergraduate students enrolled in graduate courses, or to students in Medicine, Pharmacy, or Veterinary Medicine programs.</li> </ul>