



# Repeat Class Forgiveness

In the event that a student receives a 0.0 grade for a course, the student may repeat that course for a passing grade (defined as .07 or higher). A course may be repeated no more than twice (defined as the initial enrollment plus two repeats). The original course will still be weighted in the cumulative GPA unless the student completes this form. Successful completion of the repeat class forgiveness process will change the 0.0 grade to an 'R' on the transcript and the class will no longer be weighted in the GPA.

In the event that student receives a passing grade (defined as a .07 or higher) and would like to repeat the course for a higher grade, they must receive permission prior to enrolling in the course. After completion of the second enrollment the original grade will change to an 'R' on the transcript and will no longer be weighted in the GPA – even if the grade from the second attempt is lower than the original grade. Please note that **Financial Aid restrictions apply to repeating courses with passing grades**.

In the event that a student does not obtain a minimum passing grade required by a specific course, the student may repeat the course without obtaining permission prior to enrolling the course. However, the original grade will remain on the transcript unless a Repeat Class Forgiveness form is submitted.

### Student Information

Date \_\_\_\_\_ Name \_\_\_\_\_ SID \_\_\_\_\_  
Program \_\_\_\_\_ Signature \_\_\_\_\_

### Class Information

	Original Class	First Repeat	Final Repeat
Year / Quarter taken			
Course number			
Course name			
Item number			
Grade			

Financial Aid Approval \_\_\_\_\_

**\*\*\*Only required when repeating a class with an original grade of 0.7 or higher. Not required if original grade was 0.0**

Please complete this form and submit it to the Registration Office at any campus or email [registration@batetech.edu](mailto:registration@batetech.edu).

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