

Course Repeat Form

UCC permits you to repeat a course, taken at UCC, to improve the grade previously earned. Submit a completed Course Repeat Form to the Registration and Records Office upon completing a course repeated at UCC.

Last Name First Name Middle Name or Initial Student ID Number

Mailing Address City State Zip

Phone Cell Phone

Section 1 – REPEAT COURSE

Original Course				
Course Number	Course Title	Credits	Term / Year Taken	Grade Issued
<i>SP 111 (Ex.)</i>	<i>Speech</i>	<i>4</i>	<i>Fall 2004</i>	<i>D</i>

Repeated Course				
Course Number	Course Title	Credits	Term / Year Repeated	Repeated Grade
<i>SP 111 (Ex.)</i>	<i>Speech</i>	<i>4</i>	<i>Fall 2016</i>	<i>A</i>

A corrected copy of your transcript will be mailed to you with an "E" (excluded) entered beside the lower grade and an "I" (included) beside the higher grade. Credits and points of the repeated grade(s) will be deducted from accumulative figures.

Student Signature_____ **Date:** _____

Signifies Approval & Authorization

Office USE ONLY

Initials_____ Date_____