

**REPEATED COURSE - Taken prior to Fall 2006**



**STUDENT IDENTIFICATION**

Student Name: \_\_\_\_\_ Student ID: \_\_\_\_\_

**NOTIFICATION OF REPEATED COURSE**

For courses taken prior to fall of 2006, the student or student's advisor will need to complete this form for the GPA computation of the repeated course to be activated. For courses taken after fall of 2006, no form is necessary.

Students may repeat courses but the courses can only be counted once toward graduation requirements unless specified otherwise in the program layout. By completing this form, a student is requesting that the highest grade earned be computed in his or her semester and cumulative GPA.

However, all previously attempted grades will be noted on the student's permanent record. The transcript will contain an appropriate entry to indicate that the GPA has been recomputed. Repeated class rules only apply when a repeated course has the same name and course number.

**This is to notify the Records Office that I am repeating a course (listed below) that was taken prior to Fall 2006.**

Course Number \_\_\_\_\_ Course Title \_\_\_\_\_

Term course was taken: \_\_\_\_\_ Year \_\_\_\_\_  
and \_\_\_\_\_

Term course was taken: \_\_\_\_\_ Year \_\_\_\_\_  
and (opt) \_\_\_\_\_

Term course was taken: \_\_\_\_\_ Year \_\_\_\_\_

**I understand that both (all) of these grades will remain on my transcript and that only the higher of the two grades received for these course will be included in my GPA.**  
*(This form is for cumulative grade point average purposes only.)*

Student Signature: \_\_\_\_\_ Date: \_\_\_\_\_

Advisor Signature: \_\_\_\_\_ Date: \_\_\_\_\_

Instructional VP or Division Chair: \_\_\_\_\_ Date: \_\_\_\_\_

**RETURN COMPLETED FORM TO:**

MCC Student Services  
920 Barlow Road Fort Morgan, CO 80701  
FAX 970-542-3114  
Student.Services@MorganCC.edu