

Pennsylvania College of Technology

Policy Statement

Title: Course Repeat Limits (formerly
Limiting Number of Times Students
May Repeat a Course) **Number:** P 4.28

Approved by:
Presidential Action

Approved Date: 09/1998
Implementation Date: 09/1998
Last Review Date: 11/2024
Last Revision Date: 11/2024

Persons/Departments Affected:
All Students

Responsible Department:
Academic Affairs

Policy:

- I. Students may take a non-developmental undergraduate-level course no more than three times, whether to improve a passing grade or to repeat a course in which grades of 'W,' 'I,' 'F,' 'U,' or 'T' were earned. If a student cannot successfully complete a required course after three attempts, that student will be academically suspended from the College until the course requirement is satisfied with an equivalent course at another institution or until the student changes their major to one that does not require the repeated course.
- II. Developmental courses (as defined in [Policy 4.42](#)) may be attempted only two times. The same consequences as referenced above will apply after the second unsuccessful attempt.
- III. Students may take a graduate-level course no more than two times, whether to improve a passing grade or to repeat a course in which grades of 'W,' 'I,' 'F,' 'U,' or 'T' were earned. If a student cannot successfully complete a required graduate-level course after two attempts, the student will be academically dismissed from the program.

Revision History:

- Date: 11/2024 Updated with gender-neutral pronouns
- Date: 08/2020 Revised to address course repeat allowances and consequences for graduate-level courses.

- Date: 02/2017 Replaced inaccurate course numbering information with a cross reference to the Course Numbering policy, which allows for 100-level developmental courses. Also changed title of policy.
- Date: 02/2012 Alignment of language to reflect current practice; addition of 'U' grades
- Date: 06/2004 Revision limited the number of times students may attempt developmental courses

Cross References:

Course Repeat Limits Procedure, [PR 4.28](#)