University of
NORTH ALABAMA

Graduate
Repeat/Recompute Application

Name _____   L Number: _____

Graduating this semester: YES ◯   NO ◯

UNA Email Address: _____

*You will be notified when this form has been processed via your **UNA Email**.

Recomputation of Course Grades

Graduate students may identify **one course** for recomputing. Courses in which a grade of A or B have been earned cannot be repeated <u>for computation</u>. Only the most recent grade will be used for determining progress and the grade point average; however, the previous grade will remain on the transcript. Credit in a course may be used only one time toward meeting graduation requirement. ==You must submit this form to your Graduate Program Coordinator. If approved, your Graduate Department will then submit this form to the Office of the Registrar for processing.==

Course Number	Full Course Title	First Attempt	Second Attempt	First Semester Taken	Semester Repeated
MA 100	**Intermediate Algebra**	**F**	**A**	**Spring 2018**	**Summer 2020**

- I understand that all grades ***shall <u>remain</u>*** on my permanent record and the grades in the original courses listed above will ***<u>only</u>*** be eliminated from the computation of my grade point average*.*

- I understand that this application is final and I may not elect at a future date to count any of the excluded courses listed above toward satisfaction for degree requirements. I *also understand that I will not be eligible for academic honors if approved for a second chance provision.*

_____
Student's Signature

_____
Date

Office Use Only

◯ *Meets Policy Guidelines*   ◯ *Does Not Meet Policy Guidelines*

REASON: _____

_____
Department Representative Signature   Date

_____
Registrar Staff Signature   Date