



UNC CHARLOTTE

The WILLIAM STATES LEE COLLEGE of ENGINEERING

Department of Electrical and Computer Engineering

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Two Repeat Policy

1. This policy applies to courses first taken in Fall 2018 and thereafter (NOTE: Some courses in the College of Health and Human Services may not allow grade replacement. If you are a member of that College, check with your advisor, program director, chair, or associate dean)
2. All courses for which a grade of A, B, C, D, or F may be assigned are eligible for grade replacement under this policy. Grade replacements cannot be used on a course in which the student has withdrawn.
3. The course to be replaced and the repeat course must have their grades assigned by the UNC Charlotte.
4. Students must register to retake the course before attempting to submit a Grade Replacement request. If credit was earned in the original attempt, the student must first obtain a Repeat Course Override before registering
5. Students must submit a grade Replacement request online by the last day to drop a course⁴ with no record in the semester or summer session in which the course is to be repeated. Please view the add/drop dates on the academic calendar. A repeated course may not be selected retroactively to use this grade replacement policy.
6. In classes for which that final grade assigned was an F or a D, the student may file the grade replacement form without further approval, providing it is within the course and hour limits specified in this policy.
7. In classes for which the final grade assigned was a C or better, the student must obtain approval of the Department Chair and the Associate Dean of student's program or major, and remain within the two courses, eight hour limitations of this policy.
8. Once a student has filed a grade replacement form for a course, that choice cannot be revoked due to withdrawing from a class or from the University. [Medical or special circumstances may be reviewed on a case-by-case basis.] The original course grade will be the grade of record for the and not the W. Any such withdrawal still consumes one of the two course substitutions permitted under this policy... However, a course that is dropped before the end of the Add/drop period does not consume one of the allotted substitutions
9. Students enrolled in special topics classes for a grade replacement must enroll in the same topic for which they originally received the grade to be replaced.
10. A grade received owing to an admitted or adjudicated academic dishonesty violation shall not be replaced if the course is repeated. This exception is not subject to appeal or special request.
11. When the course being repeated is a course with an associated lab, the lecture and lab may be repeated concurrently and only consume one of the two allowable grade replacement requests if the requests are made simultaneously