

Approval to Repeat a Course

Name: _____ UF ID #: _____ Email: _____@ufl.edu

Instructions:

- Complete all sections below and obtain signatures in the proper order listed.
- Acquire a signature from the college offering the course AND from a representative from the College offering your major.

1) Repeat Course Prefix/Code: _____

Term(s) Taken/Grade(s) Received: _____
i.e. Spring 2017/C+; if multiple terms – i.e. Spring 2016/C and Fall 2017/C+

2) Personal Statement: Explain your reason(s) for repeating a course where a C or higher was earned in a previous attempt.

3) College of the Student’s Major – Approval of repeated course and authorized signature:

Approved: _____ Denied: _____ Date: _____

Comments/Conditions: _____

Signature of Dean or Authorized Representative

Printed Name

4) College Offering Course – Approval of repeated course and authorized signature:

Course Prefix/Code: _____ Term to be taken: _____

Approved: _____ Denied: _____ Date: _____

Comments/Conditions: _____

Signature of Dean or Authorized Representative

Printed Name

5) Student Acknowledgment

_____ *I acknowledge that all grades earned for a repeat course taken at UF will be calculated in my UF GPA. Credits will be awarded only once, and all credits will count towards excess credit hours.*

Initial

_____ *I acknowledge that if I had previous AP/IB/AICE credit for this course and then repeat this course through UF, I will receive a grade for the UF course and no credit for the prior work.*

Initial

_____ *I acknowledge that if this is my third attempt (or more) of this course, additional repeat course surcharges will apply.*

Initial

Signature of Student *Date*
