



COURSE REPEAT FORM

PLEASE PRINT. Return signed form to the Registration Office.

Last Name

First

MI

Student ID Number

Course ID & Title _____

Course first taken: _____ Fall _____ Winter _____ Spring _____ Summer _____ Year

Grade Received: _____

Course repeated: _____ Fall _____ Winter _____ Spring _____ Summer _____ Year

Grade Received: _____

Student Signature _____

Date _____

Date Posted/Initial _____

office use only

Repeating a Course

- Students who will be repeating a course need to fill out a “Course Repeat” form at time of registration. If registering online, then students will need to fill out a “Course Repeat” form before the course is complete. Students are not allowed to repeat a course for the purpose of obtaining a better grade if the course minimum competency has been achieved.
- Courses can be repeated no more than twice in order to improve a grade; (this is defined as two repeats in addition to the original enrollment). This limit may not apply to all pre-college level courses (numbered less than 100).
- R-(Repeat) Symbol indicates the course has been repeated.
Only the highest grade will compute in the cumulative GPA. The repeated course with the highest grade will print on an official transcript and the repeated course with the lowest grade will be suppressed. An “R” will be placed next to the lowest grade on an unofficial transcript.
- Students receiving financial aid or veterans benefits should consult the respective office (s) prior to repeating a course, as benefits or eligibility may be reduced or canceled as a result of the repeat.

Mail, Fax 360-676-2798 or drop the form off at the Registration Office

3028 Lindbergh Ave, Bellingham WA 98225-1599

Questions, call 360-752-8434