



Repetition of Course Petition

California State University, Bakersfield | Office of Admissions and Records
9001 Stockdale Highway | Bakersfield, CA | 93311-1022
(661) 654-3036 | Fax (661) 654-3389

Not available to Graduates

A Student may repeat a course at California State University, Bakersfield in order to have the new grade replace the original one in computing the grade point average. All grades will remain on the transcript and a notation will be made indicating that the prior grade is to be disregarded from all consideration associated with requirements for the Baccalaureate Degree. Original coursework may have been taken at Cal State Bakersfield or some other institution.

Conditions of this petition are:

1. This course repetition policy applies only for courses repeated at Cal State Bakersfield and will not apply to course repeated at another institution.
2. The previous grade is a C-, D+, D, D-, F or WU
3. The student will not have employed this policy to replace prior grades in more than 20 quarter units of work, including the units requested in this petition
4. The original grades will remain in the GPA until a letter grade (A-F or WU) is received in the repeated course. The repeated courses cannot be graded CR/NR.

* **NOTE:** if the number of units of prior grades replaced on the entire transcript exceeds 20 units on this petition, the student must provide evidence that the previous grade resulted from unusual or extenuating circumstances, does not represent current performance, and contributes to the student's difficulty in meeting graduation requirements. If this applies to you, attach a written justification.

I hereby petition to repeat: _____ during the: _____
(department & course number) (quarter and year)

Original Course: _____ Original Grade(s): _____
(Dept. & Course #)

Originally Taken: _____ at: _____
(Quarter/Semester & Year) (Institution)

Students Name: _____ CSUB ID # _____
Last First M.I.

Current Address: _____ Phone: _____
Street
City State Zip Code Date: _____

Signature of Petitioner

(Record Use Only)

<p>Request approved <input type="checkbox"/></p> <p><input type="checkbox"/> Graduate Student- eligible if 2nd Bacc. Approved</p> <p>Request Denied <input type="checkbox"/></p> <p><input type="checkbox"/> Previous grade not less than a C</p> <p><input type="checkbox"/> Course taken no equivalent to previous one</p> <p><input type="checkbox"/> Request will exceed 20 units level & no justification submitted</p> <p><input type="checkbox"/> Exception denied by Academic Renewal Committee</p> <p><input type="checkbox"/> Graduate Student- Not eligible for academic renewal</p> <p><input type="checkbox"/> Course not repeated</p> <p>_____ Records Office Date</p>	<p>Date received in Records: _____</p> <p>Received by: _____</p> <p>Is the student eligible for course repetition?</p> <p>Yes <input type="checkbox"/> No <input type="checkbox"/></p> <p>Number of repeated units (include this request) : _____</p> <p>Course repeated: _____ (Dept. & Course #)</p> <p>New grade received: _____</p> <p>Verified by: _____</p> <p>Completed by: _____</p>	<p>(Evaluation use only)</p> <p>Is the course being repeated equivalent to the original course?</p> <p>Yes <input type="checkbox"/> No <input type="checkbox"/></p>
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