



<p align="center">Policy Title Repeated Course Policy</p>	<p align="center">Original Adoption Date 7/1/1991</p>	<p align="center">Policy Number SS-347</p>
<p align="center">Responsible College Division/Department Student Services</p>	<p align="center">Responsible College Manager Title Vice President of Student Success</p>	
<p align="center">Policy Statement</p> <p>If a student repeats a course, the lower course grade is changed to a grade of “R” (Repeat). The higher of the former grade and current grade is then entered into the student’s record and used to calculate the grade point average. All courses attempted are shown on the permanent record, but the final cumulative grade point average reflects only the higher of the two grades.</p> <p>Courses repeated at other institutions are treated as transfer credit and do not affect the grade point average. The transferred credit(s) will satisfy program requirements but will not result in the prior grade being excluded from calculations of the LTC cumulative GPA.</p> <p>Courses repeated at other Wisconsin Technical College System (WTCS) colleges, which are state aligned, with the same course number and title as the original LTC course, will satisfy program requirements, and the original course grade can be changed to a grade of “R” (Repeat) at the student’s request. The final cumulative grade point average would not reflect the original course grade.</p> <p>Credits earned through advanced standing for courses previously attempted will satisfy program requirements but will not result in the prior grade being excluded from calculations of the LTC cumulative GPA.</p>		
<p align="center">Reason for Policy</p> <p>To provide opportunities for students to complete program requirements.</p>		
<p align="center">Historical Data, Cross References and Legal Review</p> <p>Reviewed: 4/11/2013, 9/30/16, 3/24/17; 8/21/19</p> <p>Legal Counsel Review and Approval: Board Policy: III.B. People Treatment, IV.A. Workforce Development, IV.B. Access</p>		
<p align="center">Definitions</p>		