

REQUEST TO REPEAT GRADE OF "C" IN AN UPPER LEVEL COURSE (300-499) (RO-03/22)

Registrar's Office • 200 High Street • Glenville, WV 26351 • 304-462-4117 • FAX 304-462-8019 • Registrar@glennville.edu

Student Name: _____ GSU ID #: _____

Academic Program: _____ Date: _____

I am requesting to repeat grade of "C" (8 credit limit) during _____ in the following course(s):
Term/Year

COURSE(S) TO REPEAT

SUBJ	CRS	Title	CR	Semester "C" Was Earned

 Student Signature

 Date

 Registrar Office Signature

 Date

*****REGISTRAR OFFICE USE ONLY *****

Current Total Repeated hours: _____ Total repeated grade of "C" in upper level course hours: _____

- Student qualifies to repeat a grade of "C" Student does not qualify to repeat a grade of "C"

Your request to repeat a grade of "C" in the course listed could not be processed for the following reason(s):

- Student has already met, or will exceed the allotted 21 hours.

Completed form must be returned to the Registrar's Office for processing
 Student will be emailed once their request has been reviewed.