Policy Name: Course Repeats

Policy Statement: This policy is to assist in the monitoring of a student's academic progress and to ensure appropriate use of Salina Area Technical College's (SATC) academic facilities towards the advancement of the learning objectives of our students. This policy outlines the circumstances under which a course may be repeated including provisions for when Federal Student Aid (FSA) may be used for repeated courses.

Procedures: Definitions: Repeated Course: A repeated course is a course in which a student has been given a grade, including withdrawal (W, WP or WF) or Incomplete (I).

A student is limited to 3 attempts of a course (unless otherwise noted) where he/she has earned a regular letter grade (A, B, C, D or F) or attempts where he/she was awarded grades of CR, I, NC, P, W, WF, WP or Z. All grades will appear on the transcript, but only the highest grade received will be utilized in computing academic cumulative G.P.A. and credit will be granted only once. Financial Aid may not be used to pay for more than one repeat of a previously passed course (2.0 or better). Students may repeat a course within these guidelines:

- If the course number has changed and an equated course since the student’s previous attempt is no longer offered, no similar course may serve as a repeat.
- A student may repeat a SATC course at another college/university for transfer to meet degree requirements; however SATC honor points and GPA calculation will stand. Credit for a course can only be earned once; the transfer credit may be used to waive a degree requirement.
- A course taken after a student graduates will not change the previously posted GPA for marked degree completion.
- This limitation of 3 attempts does not apply to independent study and similar courses for which course content varies significantly with each offering.

Contact: Registrar

Related Forms:

Adopted: September 22, 2014

Updated: