



Records Department
 Room 2220, West Campus
 3300 Century Avenue North
 651.779.3299

REPEAT OF COURSE

REPEAT COURSE POLICY AND PROCEDURES:

Students who repeat a course must complete and submit the Repeat of Course form to the Records Office. The original grade remains on the Century transcript but is not used to calculate the cumulative Century GPA. The last grade earned will be the "official" grade and be used in the GPA calculations. All courses attempted will appear on the transcript and remain on the students' permanent academic records. Grades for repeated transfer courses are not computed in the cumulative Century GPA. Grades of W and AU are not used in GPA calculations and need not be included on this form.

Please print clearly in ink.

Name: _____ **Century Student ID:** _____
Last First Middle

Are you a current student? Yes No **Anticipated Date of Graduation:** _____

I completed the following Century College course(s) and later repeated the same Century College course:

Century Course # (Ex.: PSYC 1020)	Century Course Title	Year/Term Course Originally Taken	Year/Term Course Repeated

I transferred the following course(s) to Century College and later repeated the equivalent course at Century College:

College / Institution Transferred from:			
Century Course # (Ex.: PSYC 1020)	Century Course Title	Year/Term Course Originally Taken	Year/Term Course Repeated

I completed the following course(s) at Century College and later repeated the equivalent course at another college / institution then transferred the course back to Century College:

College / Institution Transferred from:			
Century Course # (Ex.: PSYC 1020)	Century Course Title	Year/Term Course Originally Taken	Year/Term Course Repeated

Student Signature: _____ Date: _____

This document may be available in alternative formats to individuals with disabilities by calling 651.779.3354, 1.800.228.1978 or through the Minnesota Relay Service at 1.800.627.3529.

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Reviewed by Records Office: _____ Date: _____ Reviewed by Transfer Office: _____ Date: _____