

 <b>Northeast Ohio</b> MEDICAL UNIVERSITY	<b>COLLEGE OF GRADUATE STUDIES (COGS)</b> <b>COGS Policy No:</b> <b>3349-AC-355</b>
<b>POLICY TITLE: COGS Repeat Course</b>	<b>EFFECTIVE DATE: 8/5/2014</b> <b>REVISED: 2/22/2023</b>
<b>RESPONSIBLE DEPARTMENT: College of Graduate Studies,          Enrollment Services and Registrar</b>	<b>COGS Students</b>

**(A) PURPOSE**

To establish the standards for repeating a course in the College of Graduate Studies.

**(B) SCOPE**

The scope of this policy includes all students enrolled in any degree or certificate programs in the College of Graduate Studies.

**(C) DEFINITIONS**

- (1) “Required Course” refers to courses that are required for program completion. “Elective Course” refers to courses that students select to fulfill elective credit requirements for program completion.

**(D) BODY OF POLICY**

- (1) Students receiving a grade of less than “C” in a required course must repeat the course and receive at least a “C” in order to receive credit for the course. Grades for both the original and repeated courses will appear on the transcript with repeat courses being noted as such.
- (2) Students receiving a grade of less than “C” in an elective course have the option to re-take that course and receive at least a “C” in order to receive credit for the course. The schedule of offerings for elective courses may not allow the student to retake the same course, in this case students may take a different elective course at the same credit value to satisfy program requirements.
- (3) For courses that use “Pass/Fail” for grading, a course must be repeated if the student receives a “Fail” grade.
- (4) The higher grade received by the student will be used in the calculation of grade point average (GPA). Students must maintain a 3.0 GPA or higher while enrolled in the College of Graduate Studies. If a student falls below the 3.0 GPA threshold, they will be referred to the Committee on Academic and Professional Progress (CAPP).

<b>NEOMED ACADEMIC POLICY</b>	<b>Policy No:</b> 3349-AC-355
<b>ACADEMIC POLICY TITLE:</b> COGS Repeat Course	<b>EFFECTIVE DATE:</b> 8/5/2014
<b>RESPONSIBLE DEPARTMENT:</b> College of Graduate Studies, Enrollment Services and Registrar	<b>Applies to:</b> COGS Students

**REFERENCES**

**FORMS**

**CROSS-REFERENCE**

**REVISION HISTORY**

Updated February 22, 2023

**RULE PROMULGATED**

**UNDER LEGAL**