

Adopted: May 26, 1992

**ACADEMIC SENATE  
OF  
CALIFORNIA POLYTECHNIC STATE UNIVERSITY  
San Luis Obispo, California**

Background: The current university practice allows a student to enroll in a course more than once for the purpose of improving the student's grade point average. The student can petition (for up to twenty units of credit) to have the grade in the repeated course replace the grade originally earned if the student files a Petition to Repeat a Course with the Records Office prior to the end of the seventh week in which the repeated course is being taken. The Petition to Repeat a Course requires only the student's signature. For courses which have been repeated without the filed notice (or those beyond the twenty unit limit), the average of the two grades is used in GPA calculations. In practice, many students do not file the Notice of Intent during the quarter they repeat the course but then petition for a grade substitution at a later time.

This process creates a series of administrative problems. Among these are: having a large number of petitions to process, the excessive amount of time to do so, and retroactively changing GPA's in quarters in which the original course(s) were taken. In reviewing this practice, it appears that it can be both clarified and automated.

The current Cal Poly Catalog (1990-1992) further identifies conditions whereby a student may enroll in a course more than once for the purpose of improving the student's grade point average. However, such conditions do not adequately address other factors relating to such repeats.

**AS-390-92/IC  
RESOLUTION ON  
REPEATING COURSES FOR CREDIT**

WHEREAS, An undergraduate student may repeat up to twenty units for grade point average improvement by filing a timely notice of intent to repeat such a course, and that such timely notice is not always filed; and

WHEREAS, The administrative paperwork and time presently being consumed to process these petitions in view of the existing processes is not justified; therefore, be it

RESOLVED: That a student may repeat up to twenty units of course work, (providing the original grade was D+ or lower) and the new grade awarded will AUTOMATICALLY SUBSTITUTE for the original grade for the purposes of grade point calculations, providing that the new grade is an improvement from the previous grade; and in such cases the transcript will indicate that the original course has been repeated and that the original grade is no longer used in accumulative GPA calculations; and be it further

RESOLVED: That a student can change only those courses which were automatically substituted for grade point improvement, and only when such changes would facilitate graduation. The mechanism for change is by petition.

Proposed by the Academic Senate Instruction Committee  
February 25, 1992  
Redrafted April 27, 1992

**State of California**  
**MEMORANDUM**

To: Jack Wilson, Chair  
Academic Senate

Date: August 5, 1992

File No.:  
Copies: Robert Koob  
Glenn Irvin

From: Warren J. Baker  
President

Subject: ACADEMIC SENATE RESOLUTIONS:  
(AS-388-92/CC~Resolution on Curriculum)  
(AS-389-92/IC-Resolution on Time Frame to Obtain Degree)  
(AS-390-92/1C-Resolution on Repeating Courses for Credit)  
(AS-391-92/Math-Resolution on Reduction of Funding for Intercollegiate  
Athletics)

The above first three resolutions (AS-388-390) are hereby approved and forwarded to the Academic Programs Office for implementation.

The Resolution on Reduction of Funding for Intercollegiate Athletics has been taken under advisement and has been shared with the Athletics Governing Board in its deliberations. The author of the Resolution is a voting member of the Athletics Governing Board. I appreciate the input from the Academic Senate on this subject.