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Office of the Executive Associate Vice Chancellor for Academic Affairs
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Office of the Executive Associate Vice President for Academic and Faculty Affairs
University of Houston

MEMORANDUM

To: Joe Kotarba
Chair, University Coordinating Commission

From: Elaine Charlson [REDACTED]

Date: May 9, 2007

Re: Undergraduate Council Document: Repeat Policy

Enclosed is a revised copy of the Repeat Policy passed by Undergraduate Council and certified to UCC. As I mentioned to you and Wynne Chin, I have approved the policy with the minor change in language indicated in the attached. Undergraduate Council and the committee that recommended the policy support this change.

TO: Joel Bloom, Chair
Undergraduate Council

FROM: Rebecca Achée Thornton , Simon Bott
Academic Policies and Procedures Committee

SUBJECT UC 9184 06F Repeat Policy

DATE: April 4, 2007

The Academic Policies and Procedures Committee met several times to discuss this proposal. Committee members participating in one or more discussions (including email communication): Rebecca Achée Thornton, Charles Peters, Maria Solino, Lane Gauthier, William Munson, Kevin Simon for William Chernish, and Simon Bott.

The academic advisors office from the College of Liberal Arts and Social Sciences has proposed to make explicit a policy for repeating courses (UC 9184 06F).

In addition to making this policy explicit in the catalog, it is important to make certain that UH business practices and programs are adjusted to conform to this policy (e.g. PeopleSoft).

The committee recommends approval of this proposed policy.

Additional language should be added to page 63 in UG Catalog and <http://www.uh.edu/academics/catalog/general/acad2.html#grades> in the online version of the catalog as follows. New language is indicated in bold:

Cumulative Grade Point Average

The cumulative grade point average is based upon all work taken at the University of Houston, including courses that are repeated, for which grade point values are assigned.

A repeated course, including courses repeated during a summer session, is equivalent to a new course both in the determination of classification and in computing the cumulative grade point average.

Students may not ^{enroll in} repeat any course more than three times, including W, F, and I grades, without permission from the College of their major. When a course is repeated, only the most recent attempt will count toward satisfying degree requirements. This does not mean that the later course grade replaces earlier grades. All attempts will remain on the student's official transcript. This policy does not apply to courses listed in the catalog as repeatable (e.g. Selected Topics courses).