ELIZABETH CITY STATE UNIVERSITY
Repeating of Courses Policy

Students who receive a grade of “C” or better in a course may repeat that course if any of the following apply:

1. The course is specifically required by the student’s academic major and/or the Honors Program and a grade of “C” is also required or is a prerequisite for another course in the major.

2. If the course description carries the statement, “may be repeated” or “repeated to a maximum of credits” repeated registration in a course may be allowed. This applies basically to laboratory/hands-on courses such as THEA 320—University Players.

Academic departments may require students to repeat a course under circumstances where at least six years have elapsed since a student’s initial enrollment in a course and current knowledge of the course’s content is needed.

A student may repeat a given course only twice. The student may repeat a maximum of 16 semester hours during his matriculation toward a degree.

All grades received will be recorded on the student’s permanent record. But only the higher grade is computed in earned hours. To repeat a course, a student must obtain a Repeat of Course Form from the Registrar’s Office prior to registering for the course indicating permission has been granted by the student’s faculty advisor, Departmental Chairperson and the Dean of the appropriate school.

A course repeat may be taken at ECSU or, with prior approval, at another four-year institution.

Appeals or request for waiver of any of the terms associated with this policy may be made to the university’s Academic Standards and Credits Committee.