

**POLICY  
BOARD OF TRUSTEES  
MAYLAND COMMUNITY COLLEGE**

**Title: Curriculum Course Repetition Policy**

**Type: Academic**

**POLICY NO: 1.023**

**Policy Adopted: August 21, 2000**

**EFFECTIVE DATE: 6-10-13**

**AMENDED DATE: 6-10-13**

***Charles Ronald Kates***  
**Chairman**

**AUTHORITY: NCGS 115D-20 (7)**

A student may repeat a curriculum course up to two (2) times for which he or she has earned a grade of "C" or higher, meaning that the student can take the course three (3) times. A student wishing to repeat the same curriculum course more than twice under these circumstances (having taken the course three times) shall enroll on an "audit" basis. Any exception must have the prior written approval of the Division Dean and the Vice President for Instruction and Student Development. Students receiving a grade of "D" or "F" in a course may repeat it as many times as necessary.

When a student repeats a course, the last grade is recorded as the final grade for the course and only the last hours attempted are counted in determining the student's grade point average. However, the previous grade(s) remains part of the student's permanent record. The last grade earned will become the grade of record, even if it is a lesser grade.

Veterans cannot receive Veterans Administration benefits for repeating courses previously passed with a grade of "D" or higher.

Any student failing a prerequisite course must repeat and pass the prerequisite prior to taking the next course in the sequence. Any exception must have prior written approval of the Division Dean and the Vice President for Instruction and Student Development. A student must pass all required courses in the selected curriculum to complete the program.