

# Course Repeat Policy

## Academic Affairs

<b>Responsibility:</b>	Dean, College of Engineering
<b>Authorization:</b>	Student Academic Affairs Committee, College of Engineering
<b>Approval Date:</b>	October 31, 2014
<b>Amended:</b>	-

## Revisions

Effective date of this policy: October 31, 2014

## Purpose

The purpose of the *Course Repeat Policy* is to reaffirm the College of Engineering's commitment to promoting student success by allowing undergraduate students to repeat courses in certain circumstances, , and by detailing exceptions to this policy.

## Authority and Responsibility

Under the Bylaws of Faculty Council, the Student Academic Affairs Committee, as well as its associated subcommittees, is granted the authority to develop and recommend adequate and appropriate policies pertaining to academic matters, such as developing college policies on student promotion, discontinuation, and defining admission and readmission requirements.

The Student Academic Affairs Committee, as well as its associated subcommittees, is responsible for the enforcement of the policies and procedures prescribed in the *Program Admission* policy, as well as to ensure that undergraduate students are treated fairly and in accordance with established policies within the College of Engineering.

## Principles

Historically, undergraduate students registered within the College of Engineering were not permitted to repeat courses in which they received a final grade of greater than or equal to 50%. Given that such practice limited the advancement of first-year undergraduate students whose academic performance may have been hindered by temporary externalities, the *Course Repeat Policy* attempts to provide first-year undergraduate students with an opportunity for improvement.

The principles guiding the establishment of the *Course Repeat Policy* are: consistency, second-chance, and compassion.

## Scope of this Policy

All first-year undergraduate students registered in the College of Engineering at the University of Saskatchewan are subject to the provisions detailed in the *Course Repeat Policy*.

## Policy Overview

- I. Voluntary Repetition of Courses
- II. Policy Exceptions

## Policy

### I. Voluntary Repetition of Courses

While the historical practice within the College of Engineering has prohibited students from repeating courses in which they received a final grade of greater than or equal to 50%, the *Course Repeat Policy* changes such practice and permits first-year students to repeat a required first-year course *once*, subject to the exceptions detailed in section III.

In the event a first-year student receives a final grade of greater than or equal to 50% in first-year required course, and the student wishes to repeat the course, the student is required to consult with an academic advisor within the Engineering Student Centre. During the consultation, the academic advisor will provide guidance where needed and ensure that a REPEAT override is placed on the student's account for the course in question.

Once the appropriate consultation and overrides have been provided, it is the student's responsibility to register themselves in the repeat courses and to ensure that such registration complies with all registrarial services procedures and deadlines.

It is imperative to note that first-year undergraduate students will only be permitted to repeat a required first-year course for which he/she received a final grade of greater than or equal to 50% in a course once. Any second attempt at a course made by a student will be considered the final opportunity to do so.

### II Policy Exceptions

In general, the Course Repeat Policy only permits a student to repeat a specific course for which he/she received a final grade of greater than or equal to 50% in a course once. In the event the student is required to repeat a course as a stipulation of an issued Faculty Action, the student reserves the right to repeat the course for a third time, provided they complied with the stipulations of the initial Faculty Action.