



Request to Retake a Course

Name _____ 9-digit ID _____ Net ID _____
Last First Middle

Degree _____

Major _____ Minor _____

Concentration _____

Semester / Year of Admission to Program _____

With the approval of the major professor, the graduate coordinator and the college dean, a student may repeat one course per degree program of study. Approval should be secured before repeating the course. The policy applies only to a course initially taken at Mississippi State University and can be repeated only at Mississippi State University. The policy applies to all courses (including those not on the program of study) taken as a graduate student after admission to a specific program.

Both courses will remain on the permanent transcript, and both grades will be used to compute the final grade point average. The course will be counted only once. No additional program credit hours will be generated from a repeated course.

Student has not previously used their one course retake.

Course Prefix & Number	CRN Code	Section	Course Title
Graduate			

Briefly describe your justification for repeating the course:

Typed / Printed Name

Approval Signatures

Student

Date

Major Professor

Date

Graduate Coordinator

Date

College Dean

Date