

COURSE REPEAT NOTICE (guidelines below)
Paradise Valley Community College

A&R Use: Received by: _____ on ____/____/____ Processed by _____ on ____/____/____

Student's Name: _____ Students National ID#: _____

(PRINT: Last, First Middle)

Home Phone: (____) - ____ - ____ Subject code & class # _____ Course Title: _____
(ie: MAT092) (ie: Introductory Algebra)

1st taken at _____ MCCCCD College during (term & year) _____, & received a grade of _____

2nd Repeat at _____ MCCCCD College during (term & year) _____, & received a grade of _____

3rd Repeat at _____ MCCCCD College during (term & year) _____, & received a grade of _____

4th Repeat at _____ MCCCCD College during (term & year) _____, & received a grade of _____

Student's Signature: _____ Date _____
Signed: ____/____/____

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A course may be marked on your PVCC academic transcript as a "repeat" **ONLY** under the following conditions:

- 1A) if the same course with the lower grade (or the identical grade), was first taken at, and repeated at PVCC, **or**
- 1B) if it was originally taken at PVCC (receiving the lower grade, or the identical grade), and then it was repeated at one of the other Maricopa Community Colleges, and a copy of the student's academic transcript indicating the new course grade is on file at PVCC, **and**
- 2) the repeated course was taken **no more than a total of 4 times** (as specified in the college catalog), **and**
- 3) the grade to be marked as "repeat" is **NOT**: a grade of **"W"**, **"Z"**, **"I"**, **or "N"**, **or a grade of "Y" (received after Summer term I, 1999)**.

The original course and grade will always appear on your academic transcript. However, if the course was repeated according to the guidelines above, a repeat mark (RX) will be listed next to the course with the lower or equal grade on your academic transcript. A grade marked with the "RX" will not be computed in your PVCC term or cumulative Grade Point Average (GPA).

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