

Name of Policy: Repeating a graduate course and recalculation of graduate GPA			
Policy Number: 3364-77-08		Effective date: XXX XX, 2026	
Approving Officer: President		Original effective date: XXX XX, 2026	
Responsible Agent: Vice Provost for Graduate Affairs			
Scope: University of Toledo graduate students excluding those enrolled in JD, MD and PharmD programs			
Keywords:			
X	New policy		Minor/technical revision of existing policy
	Major revision of existing policy		Reaffirmation of existing policy

(A) Policy statement

Under certain conditions, graduate students who retake a course they failed (i.e., earning C- or lower) and earn a higher grade may petition to have the first grade excluded from their grade point average (GPA) computation. A copy of the approved petition will become part of the student’s permanent record file.

Credit for any repeated course will apply only once toward degree requirements. Grades for all attempts at the course will appear on the student’s official academic transcript regardless of whether the grade has been excluded from the GPA. It is the student's responsibility to petition to have the grade excluded from the GPA. Otherwise, the grade will be included in the calculation of the GPA.

(B) Purpose of policy

This policy outlines when a graduate student repeating a course can petition to have the original course grade removed from the calculation of their cumulative GPA.

(C) Scope

This policy applies to all graduate and professional students except for those enrolled in the JD, MD and PharmD programs. Individual academic colleges or programs may opt to provide more stringent requirements or deny students enrolled in their programs the ability to petition for GPA recalculation when courses are repeated.

(D) Procedure

Please see Repeating a graduate course and recalculation of graduate GPA procedure 3364-77-08.1

<p>Approved by:</p> <hr/> <p>James Holloway, Ph.D. President</p> <p>Date: XXX XX, 2026</p> <p>Review/revision completed by:</p> <ul style="list-style-type: none">• <i>Vice Provost for Graduate Affairs</i>• <i>Graduate Council</i>	<p>Policies superseded by this policy:</p> <ul style="list-style-type: none">• <i>None</i> <p>Original effective date: XXX XX, 2026</p> <p>Review/revision date: XXX XX, 2026</p> <p>Next review date: XXX XX, 2029</p>
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