



Registration and Records
 PO Box 967
 Roseburg, Oregon 97470
 541.440.4604 | Fax 541.440.7713
 Registration@umpqua.edu

Course Repeat Form

UCC permits you to repeat a course, taken at UCC, ONLY one time to improve the grade previously earned. Submit completed Course Repeat Form to the Registration and Records Office upon completing a course repeated at UCC.

Last Name	First Name	Middle Initial	Student ID Number
Mailing Address		City	State Zip
Phone	Cell Phone		

Section 1 – REPEAT COURSE

Original Course				
Course Number	Course Title	Credits	Term / Year Taken	Grade Issued
<i>SP 111 (Ex.)</i>	<i>Speech</i>	<i>4</i>	<i>Fall 2004</i>	<i>D</i>

Repeated Course				
Course Number	Course Title	Credits	Term / Year Repeated	Repeated Grade
<i>SP 111 (Ex.)</i>	<i>Speech</i>	<i>4</i>	<i>Fall 2016</i>	<i>A</i>

A corrected copy of your transcript will be mailed to you with an "E" (excluded) entered beside the lower grade and an "I" (included) beside the higher grade. Credits and points of the repeated grade(s) will be deducted from accumulative figures.

Student Signature _____ **Date:** _____

Signifies Approval & Authorization.

Office USE ONLY

Initials _____ Date _____