Kutztown University Policy ACA-038

Graduate Course Repeats, Grades, and CGPA

A. Purpose

The purpose of this policy is to define the rules for repeating graduate courses, graduate grades, good academic standing, and CGPA.

B. Scope

This policy applies to all graduate students.

C. Keywords and phrases:

CGPA – stands for cumulative grade point average.

D. Policy & Procedure(s)

REPEATING GRADUATE COURSES, GRADUATE GPA, AND GRADES

1. **CGPA Candidacy/Graduation Requirement:** A 3.0 CGPA is required for candidacy and graduation for all graduate degrees awarded by Kutztown University. This policy also applies to those students enrolled for dual graduate degrees.

2. **Repeating Courses and the "C" Grade Requirement:** A graduate student can repeat a single course for grade improvement only once. Graduate students will be limited to a maximum of two (2) repeats across the program. An exception to the course repeat policy must be approved by the advisor, department chairperson, college dean, and graduate dean.

   The most recent grade (regardless of whether it is higher or lower) will be the grade used for the CGPA calculation. A grade of "C" or better or "PA" in those courses designated pass/fail is required for all courses counted toward a graduate degree at Kutztown University. The grade of "F" or "FA" received in required graduate courses must be repeated.

Policy ACA-038

> **Grading and CGPA Regulations:** There is no "D" grade for student grading in 400-level to 700-level courses.

E. Effective Date

1993
Fall 2016
Fall 2018
Fall 2022

F. Approved By

Policy Committee – April 10, 1992
Graduate Council – April 15, 1992
University Senate – September 17, 1992
Endorsed by University Senate – March 3, 2016
Approved by University President – March 23, 2016
Endorsed by Academic Standards and Policies Committee – May 5, 2022
Endorsed by University Senate – May 5, 2022
Approved by University President – May 11, 2022

G. Last Reviewed

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