

University of Miami

Office of the Registrar

STUDENT

Repeatable Course Request Form

The Undergraduate Repeatable Course Form is a **one-time exception** in order to repeat a previously completed course. A student may repeat a course, but the repetition will not eliminate the previous grade from the record. **(See the "[Repeat Rules](#)" section of the Bulletin.)**

Start Date	End Date

Student Name

Subject Area <small>(ex: ENG)</small>	Catalog No. <small>(ex: 105)</small>

EMPL ID #

Repeating Course for Credit? Yes No

of Times Student Has Taken Course:

Allow Multiple Enrollment In Same Term? Yes No

Reason for Repeat:

- Undergraduate Repeat **** Only students admitted for the Fall 2016/2168 term or after ****
 - Needs course for major or graduation
 - Could not take course in the same semester (Summer Sessions) Other
- (must specify):

Department Chair: _____ **Date:** _____

*(Signature Required)**

Academic Dean: _____ **Date:** _____

*(Signature Required)**

***Please Note:** The Academic Dean's signature is required for non-departmentalized schools, while both the Dept. Chair and the Academic Dean's signatures are required for departmentalized schools/colleges.

This form will not be processed without the required signature(s). Form must be attached with a signed Drop/Add form.
To submit this form please go to www.canescentral.miami.edu to open a case and upload this request.
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