

**DUKE UNIVERSITY  
TRINITY COLLEGE OF ARTS AND SCIENCES**

**Request To Repeat A Course In Which  
A Grade Of D Has Been Earned**

**Policy:** In Trinity College no course may be repeated for credit or a grade if a C-minus or higher has been earned previously, except where noted in the course description. A course previously passed, however, may be audited. Students who receive a grade of D-, D, or D+ in any course in Trinity College are allowed to repeat the course at Duke. The grade earned in the repeated course as well as the grade earned originally will appear on the transcript, the former identified as a repeat. Both grades will be computed in the grade point average, but only ONE will be counted toward the minimum number of courses for continuation or the 34 courses required for graduation.

**Note:** If you have no compelling need to repeat a course, there may be no advantage to doing so. It may be better to take other course work in which you are more interested and experienced and are more likely to meet with success.

I request permission to repeat the course indicated below. I understand that the original grade will be retained on my transcript and will be used in determining my GPA as well as the grade earned when the course is repeated.

**Course:** ..... Original Grade Earned: .....

Semester originally taken: .....

Semester in which course will be repeated: .....

Name: ..... Student ID:\* .....

Signature: ..... Date: .....

**Approval:**

Dean: ..... Date: .....

Signature: .....

\*Available on ACES

Copies to be submitted to: Registrar's Office, Valerie Konczal