Grade Replacement Petition
Bryant University

Undergraduate students may have the option of replacing a grade in a course by retaking the course. Petitions are made to the Undergraduate Advising Office. **Students are encouraged to meet with an advisor before making a petition**. Note the following conditions:

1. For any one course this grade replacement option may be used once. Also, credit for a repeated course may be used only once.
2. This policy can be applied to a maximum of four different courses.
3. For purposes of GPA calculation, the grade earned during the first course enrollment will stand until the recording of the final grade in the second enrollment is completed. When the second enrollment is completed, the grade for that second enrollment will become the grade used in all GPA calculations regardless of whether the grade earned is higher or lower than the grade obtained during the first enrollment.
4. The transcript will record both course enrollments and the grade earned in each enrollment. The first attempt will be marked with an X to indicate grade replacement (e.g., XF, XD, XC).
5. In the case of multiple attempts to achieve a passing grade in any one course, the X grade will apply only to the first attempt. The grades from all other attempts will be included in GPA calculations.
6. Students will not be allowed to apply the grade replacement policy to a course in which there has been documented academic dishonesty that has not been reversed on appeal.
7. The grade from the first attempt will continue to stand for those students who withdraw with a W or WP grade from the course during the second attempt. The grade for withdrawing with a WF during the second attempt will be an F for the course. Any type of withdrawal will count as one of the four allowed attempts.

Petitions must be made by the last day of the add/drop period of the semester in which the course will be repeated.

_____ _____
Student Name Student ID number

_____ _____ _____
Course for Grade Replacement (Subject, Number & Title) Original Semester Enrolled Grade Received

Reason for Petition:

_____

_____

_____ _____
Student Signature Date

FOR OFFICE USE ONLY:

Date Received:

Approved: ☐ Granted ☐ *Granted LATE ☐ Denied

*Any further late petitions **may not** be granted.

COMPLETED: (2nd attempt)
☐ Winter Session _____
☐ Spring Semester _____
☐ Summer Session _____
☐ Fall Semester _____

IN PROGRESS: (2nd attempt)
☐ Winter Session _____
☐ Spring Semester _____
☐ Summer Session _____
☐ Fall Semester _____

_____ _____
Signature – Director, Undergraduate Advising/Designee Date

White- Academic Records Yellow – Student Folder