



EMPIRE STATE UNIVERSITY

Undergraduate Repeat Study/Course Approval

Use this form if you have taken the first enrollment of the course prior to the fall 2018 term. Submission of this form should be done at the time of registration. The two studies must cover the same topic, but may be delivered in different ways. On the form you must indicate both the first enrollment of the course and second enrollment of the study. Your mentor must approve this request.

Name	Student ID	
Address		
City	State	Zip Code
Home phone		
Email		

First enrollment of study/course:

Study/course title _____

Enrollment term _____

Second enrollment of study/course:

Study/course title _____

Enrollment term _____

When a course is repeated, the highest grade and associated credits are included in the student's credits attempted, credits completed, and grade point average (G.P.A.). All courses taken and all grades earned are included in the student's SUNY Empire transcript. Repeated courses appear on the SUNY Empire transcript with a code of "E" that it has been repeated and excluded from the G.P.A.

Student signature _____ Date _____

Primary mentor approval _____ Date _____