

Office of University Registrar
 Foster Administration Building, Room 116
 285 Old Westport Road
 Dartmouth, MA 02747
 Phone: 508-999-8615

You must electronically submit this form at <https://www.umassd.edu/ssc/> and select "Submit an Inquiry". You will log a case under the Registrar topic and submit this form as an attachment.

Repeat Course – Third (or More) Attempt Appeal Form

Per University policy, students who wish to enroll in the same course a third (or more) time may be permitted to do so only after obtaining written permission from the Dean.

By completing this form below, I am aware that any previous enrollments and grades received will remain on my transcript. Only the appropriate UMass Dartmouth course may be used; no course taken at another institution can replace a UMass Dartmouth course's grade. Only the most recently earned course grade (whether higher or lower) shall enter into the calculation of the cumulative grade point average; however, all courses attempted by a student will be part of the permanent record. The Registrar's Office will register me for the class only if I have no registration hold(s) or time conflicts with my other classes. In cases where holds and time conflicts exist, I must clear the hold(s) or time conflict prior to the published semester add/drop deadline.

Student Last Name	Student First Name	Student ID
<input type="text"/>	<input type="text"/>	<input type="text"/>

Course Subject Code (e.g. ENL)	Course Number	Course Section	Semester/Year University /
<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>

College where course(s) will be taken (if not at UMass Dartmouth)**

NOTE: **If taking this course at another institution, you must also submit a prior approval form. No course taken at another institution can replace a UMass Dartmouth course grade or effect GPA; only the credits will be awarded with a grade of "C-" or higher.

Student Name	Student Signature	Date
<input type="text"/>	<input type="text"/>	<input type="text"/>

Academic Dean Approval (of your major)	Dean Signature	Date
<input type="text"/>	<input type="text"/>	<input type="text"/>

<i>Registrar Office Use Only</i>
Date: _____
Processed By: _____