Northwest State Community College

Financial Aid
Repeated Courses

Federal regulations limit the number of times a student may repeat a course and receive financial aid for that course.

- A student may receive aid when repeating a course that was previously failed (received a failing or unsatisfactory grade), regardless of the number of times the course was attempted and failed.
- A student may receive aid to repeat a previously passed course (grade of 'D' or higher) one additional time.
- Once a student has completed any course twice with a passing grade (grade of 'D' or higher), he/she is no longer eligible to receive aid for that course.
- This rule applies whether or not the student received aid for earlier enrollments in the course.
- Students will receive notification if they are financial aid applicants and attempt to repeat coursework beyond the limits.

Examples of repeated coursework that may, or may not, count for financial aid eligibility:

- *Example 1:* Sue takes Math 101 in the Fall 2016 semester at Farquhar College. She receives a grade of D and 3 credits for the course. She decides to retake the course in the Spring 2017 semester in order to improve her grade and G.P.A., however, for her repeat class she receives a grade of F and no credit. In the Fall 2017, Sue decides to enroll in the course for the third time. The chart below displays her financial aid eligibility.

SEMESTER	COURSE	GRADE/CREDITS	FINANCIAL AID ELIGIBILITY
Fall 2016	Math 101	D – 3 credits received	Eligible
Spring 2017	Math 101	F – no credit received	Eligible
Fall 2017	Math 101	Irrelevant A student may only receive financial aid for one repeat of a course for which credit has been previously received	NOT ELIGIBLE The student has already received aid for a previously passed course

- *Example 2:* Bob takes English 112 in the Fall 2016 semester at Farquhar College. He receives a grade of F and zero credits for the course. He decides to retake the course in the Spring 2017 semester. For his repeat class he receives another F and no credits. In Fall 2017 he decides to take the course for a third time. He receives a grade of D and three credits for the course. Bob can repeat English 112 (one time) and receive financial aid for the previously passed course.

SEMESTER	COURSE	GRADE/CREDITS	FINANCIAL AID ELIGIBILITY
Fall 2016	ENG 112	F – no credit received	Eligible
Spring 2017	ENG 112	F – no credit received	Eligible
Fall 2017	ENG 112	D – 3 credits received	ELIGIBLE for one additional repeat

Important Note

The Financial Aid Office does not determine if a student may repeat a class, only whether a student may be eligible for financial aid for a repeat class. For more information on your academic program's policy regarding repeat coursework, contact your academic advisor. In addition, every repeated course affects *Satisfactory Academic Progress* calculations; all repeated courses are counted as attempted credit hours.

Northwest State Community College does not discriminate on the basis of race, color, national origin, sex, gender identity, disability, religion or age in its programs or activities.

Northwest State Repeated Courses

Students may repeat a course in which they have received a "D" "U" "F" or "W" grades. When a course, or its current equivalent, is repeated, the most recent grade will be included in the calculation of the grade point average. The student must secure permission from the VP for IE & Student Success and the Academic Dean to repeat a course more than once. Permission to repeat the course would include the development of an educational plan for the student including specific academic support services intervention. Students will be restricted from repeating a course a **third** time. In order to repeat a third attempt students must obtain permission.

How will this work?

When the student attempts to register for a course s/he has taken twice the error message displayed is:

"Repeat hours exceeded. Contact VP for IE & Student Success by calling 419-267-1233 or email at ckrueger@northweststate.edu."

What happens next?

1. The student needs to contact the VP for IE & Student Success at 419-267-1233.
2. The student will need to complete the Course Repeat Request Form.
3. The VP for IE & Student Success will forward the submission to the appropriate Academic Dean.
4. The Academic Dean will review and approve or deny request and contact the student with the response.

If you have any questions about Northwest State's Repeat Course Policy, please contact the VP for IE & Student Success, Cindy Krueger, at 419-267-1233 or ckrueger@northweststate.edu.