



UNIVERSITY OF HAWAII AT MĀNOA

OFFICE OF THE CHANCELLOR

January 20, 2004

MEMORANDUM

TO: Academic Deans and Directors

FROM: Denise Eby Konan 
Interim Assistant Vice Chancellor
for Academic Affairs

SUBJECT: Clarification of Mānoa Course Repeat Policy: **C- Courses May Be Repeated**

Implementation of the plus and minus grading system has necessitated clarification of the policy on repeating courses. In most undergraduate degree programs at Mānoa, students must earn at least a C or 2.0 grade in each course applied to the requirements of the program.

Thus effective Fall 2003, undergraduate students may repeat a course in which a grade of C- or 1.7 is earned.

Note that the undergraduate course repeat policy stated in the 2003-2004 UHM Catalog is incorrect. The following course repeat procedures will apply.

- ◆ Students may only repeat a course in which they received a grade of C-, D+, D, D-, or F, or an NC.
- ◆ Degree credit for a course is given only once.
- ◆ The grade assigned for each repeated course is permanently recorded on the transcript.
- ◆ Grades for all repeated courses will be included in the GPA.

Please contact me at 956-5971 if you have further questions regarding this matter.

c: Interim Vice Chancellor Karl Kim
Council of Academic Advisors
Academic Procedures Committee
SEC Chair Mary Tiles
Committee on Academic Policy and Planning
Catalog Coordinator Diane Nakashima