



VERA Z. DWYER COLLEGE OF HEALTH SCIENCES

INDIANA UNIVERSITY SOUTH BEND

Grade Replacement Request Form

Student Name: _____

Student ID: _____

This policy applies only to undergraduate courses taken by an IU South Bend student who has not yet completed a bachelor's degree. If a bachelor's degree has been awarded, in no case may a grade be replaced for a course taken prior to the awarding of that degree.

Replaced grades are merely excluded from the calculation of the cumulative grade point average (GPA). All grades will remain a part of a student's academic record. An X next to the grade on the transcript will indicate that the grade is not included in the calculation of the IU GPA. Each academic unit may use a GPA calculation that does not honor grade replacement.

A student may exercise the grade replacement policy for a maximum of three courses or a maximum of 10 credit hours, whichever comes first. A student may exercise the grade replacement policy only once for a single course. Once invoked, a student may not subsequently request reversal of the grade replacement granted to a particular course.

IUSB courses with grades other than "W," "I," or "NC" and courses from any IU campus with grades of "F" are eligible for grade replacement

The complete policy is available in the IU South Bend Campus Bulletin.

Repeated Course Enrollment:

Institution	Term	Subject	CRSE #	Units	Grade

Original Course Enrollment:

Institution	Term	Subject	Class #	Units	Original Grade

Student Signature: _____

Date: _____

Advisor Signature: _____

Date: _____

Please submit form to:

Laurie Richards, Northside Hall 416 or via email: lar2@iusb.edu