

**SETON HALL UNIVERSITY**  
**Office of Enrollment Services**

**NOTIFICATION OF REPEATED COURSE**

Use this form to inform Enrollment Services that you are retaking a course for a better grade. If you fail or do poorly in a course, you can retake it to improve your GPA as long as you meet the conditions:

You retake the same course with the same course number here at Seton Hall;

You have not yet graduated.

See the university catalogue for complete details.

Complete this form and submit it to the Office of Enrollment Services (first floor, Bayley Hall). If you file this form prior to the end of the term during which you are repeating a course, the statistical adjustment will be reflected on your report card.

**NAME:** \_\_\_\_\_ **SHU ID** \_\_\_\_\_ - \_\_\_\_\_

**COURSE NUMBER:** \_\_\_\_\_ **COURSE TITLE:** \_\_\_\_\_

**FIRST SEMESTER COURSE WAS TAKEN:** \_\_\_\_\_ **GRADE:** \_\_\_\_\_

**SEMESTER COURSE WAS REPEATED:** \_\_\_\_\_ **GRADE:** \_\_\_\_\_