

# RECORD ADJUSTMENT - REPEATED COURSES

**Instructions:** Complete this form with all applicable information and return it to the Registrar's Office (TSC 246).  
 \*Dean's signature of the college in which the course is taught is **required** when a course number or credit has changed.

**Please Print or Type**

Student I.D. Number	Name (Last, First, M.I.)
Major	Today's Date (MM/DD/YYYY)

Department	Course No.	Credits	Original Grade	Term Course First Taken	Year	Term Course Repeated	Year

Dean's Signature\*
Date

FOR OFFICE USE ONLY					
Earned Hours	Quality Hours	Quality Points	Career Total GPA	Changed By	Date Changed