

GRADE REPLACEMENT OPTION - X option

1. Make an appointment with your advisor and review your X options. With your advisor complete the Grade Replacement form. Accurate information is important.
 2. If the repeat course numbers or titles are not identical to previous numbers or titles:
 - A. Gather copies of course descriptions for both courses and attach them to the form.
 - B. Make an appointment with the Dean and take the form to the Dean for approval/signature.
 3. Return the completed form to the Office of Student Records (WZ 116).
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What happens: After grades run at the end of the semester your Grade Replacement form will be processed.

Students may replace any previously earned grade with a grade earned during or after Spring 2004. The FX policy still applies if a student wishes to replace an F with the grade earned in a course retaken during a semester prior to Spring 2004. Grades of "W", "I", or "NC" cannot be used to replace another grade.

If the original course was taken at another IU campus, your request will be mailed to that campus for processing.

You can check OneStart to see the change of grade reflected there.

For Your Information:

The option can be used for a maximum of 15 credit hours, including any and all FXs that have been previously processed. A student may use the X Option two times maximum for any given course.

The original and the repeated course must be earned at Indiana University campuses.

When the original grade is processed, an X is placed to the left of the course. The grade is not removed from the transcript but the credit hours attempted are reduced by the number of credits of the course. The result is a higher cumulative GPA.

Grade replacement under this policy is only available for undergraduate courses with fixed credit.

The X option is honored only at undergraduate schools and divisions of Indiana University. This X option may or may not be honored at another school outside of the IU system.