

## Instructions for SDSU Bio 210 Lecture only

**Note: These instructions are for students that have taken Bio 210 here at SDSU only and are planning on repeating the lecture portion of the course. Please read these instructions carefully.**

From your records, determine the total number of points you received in the lab when you took the course. If you do not have this information, obtain it from your previous TA the professor or from Marlene De Mers.

You will need to determine how many lecture points you will need to add to your previous lab points to receive a B minus or desired grade. To do this, you will need to check the grading description from the semester you have taken the course and the current semester.

If you decide that you can earn that number of lecture points, contact Marlene De Mers and the Professor and sign the repeater form indicating your previous lab points. You will then repeat all of the lecture and the new points will be averaged with the previous lab points.

If you are enrolled, contact the TA of the lab section that you are in and let them know you are a repeater so that s/he can give your lab space to a crasher. If you are NOT enrolled in class, you must register for a lab section that does not conflict with your schedule. Contact the professor to receive an add code for the class.

You should find out if you qualify for Course Forgiveness (see description on back). You can check with your program area advisor or the Biology advisor (LS 135).

### **Course Forgiveness:** (as posted on the SDSU web page):

A student may use course forgiveness for FIVE courses, only ONE of which may be upper division. A course may be repeated only twice for forgiveness. Taking a course for forgiveness and earning a C or better is the quickest way to straighten out a dangerous GPA. For example, 3 units of F gives a student 6 negative grade points. Repeating the course for forgiveness and just earning a C wipes out these 6 negative points. If the student earns a B they actually go up another 3 points, for a total gain of 9 points. If instead of doing forgiveness, they just take a different course and earn a B, they have only gone up 3 points as opposed to 9.

### **However, two cautions:**

When a course is repeated for forgiveness the original grade still appears on the record.

Also, the most recent grade is calculated in the GPA, whether it is better or worse. This means students should be very cautious about repeating a course in which they earned a D.

### **Course Forgiveness Explanation:**

Courses from other institutions can be taken for forgiveness at SDSU, but SDSU courses may not be taken for forgiveness elsewhere. In any case, it must be the same course, but it need not be the same professor. In fact, if a student has had a bad experience with a professor for whatever reason, it may be best to take it with someone else; however students often want to take it with the same professor. Students must decide for themselves.

Procedures: Students need to have the course forgiveness form signed by the appropriate official in the department in which the course was taken, regardless of the student's major. The course forgiveness form must be submitted to Admissions and Records before the end of the add period or before noon of the third day during Summer and Winter session. Students can still apply for forgiveness after that but will have to pay a fee.