

# SOUTHWESTERN

## LAW SCHOOL Los Angeles, CA

### Repeated Courses Policy

**Administrative policy approved May 20, 2025. Effective immediately.**

**Revision history:** Formerly a part of the Academic Policies and Procedures; established as a standalone policy in May 2025; technical edits were made in May 2025.

**Related policies:** Course Sequence Policy; Academic Disqualification, Academic Probation, and Academic Improvement Program Policies; SCALE Program Policies; Financial Aid Satisfactory Academic Progress Policy; Graduation Requirements Policy; Grading and Scholastic Honors Policy; Criteria for Final Course Grade Policy

**Scheduled Review Date:** May 2027 (Student Services Office)

#### **A. Grade Minimum for Required Courses**

All required courses must be completed with a grade no lower than a D-. A student must repeat a failed required course during the next semester in which it is offered in their designated program. Students who fail a required course twice will automatically be academically disqualified.

#### **B. Two-Semester Sequential Courses**

For purposes of this policy only, a passing grade in a two-semester sequential course (e.g., Contracts I and Contracts II) is determined by averaging both semester grades. If the average of the two grades is below 0.5, the student must repeat both semesters. If the average grade is at least 0.5, the student is not required to repeat the failed semester. However, no unit credit will be awarded for that semester, and the student must complete additional coursework to meet the total unit requirement for graduation.

Students cannot earn unit credit more than once for the same course. If both semesters of a two-semester course must be repeated, credit will be granted only for any semester not previously passed. For example, if a student received an F in Contracts I (a three-unit course) and a D or D- in Contracts II (a two-unit course), the student will be required to repeat both courses. The student will receive credit for Contracts II but will receive credit for Contracts I only upon repeating and passing Contracts I. If a student received an F in Contracts I **and** II, the student will receive credit for both courses only upon repeating and passing both courses.

Absent extraordinary circumstances approved by the Associate Dean for Student Services, a

student who fails or does not complete Legal Analysis and Writing Skills (LAWS) I must repeat LAWS I before enrolling in LAWS II.

**C. Request to Voluntarily Repeat Courses**

Requests to voluntarily repeat a course must be approved by the Associate Dean for Student Services. The request must be submitted in writing and will be considered only after a mandatory advising session with an academic advisor in the Student Services Office. Students cannot earn unit credit more than once for the same course.

**D. Transcript Record**

When a student repeats any course, both grades appear on the transcript and are given full weight for computing cumulative GPA unless otherwise approved by the Dean in extraordinary circumstances.

**E. Policy Revisions**

Southwestern expressly reserves the right to change or modify any aspect of this policy at any time, with or without notice.