

 <b>FLORIDA ATLANTIC UNIVERSITY</b>	<b>NEW/CHANGE PROGRAM REQUEST Undergraduate Programs</b>		UUPC Approval <u>9-9-24</u> UFS Approval _____ Banner _____ Catalog _____
	<b>Department</b>  <b>College</b>		
<b>Program Name</b>		<b>New Program*</b>  <b>Change Program*</b>	<b>Effective Date</b> (TERM & YEAR)
<p>Please explain the requested change(s) and offer rationale below or on an attachment.</p>			
<p>*All new programs and changes to existing programs must be accompanied by a catalog entry showing the new or proposed changes.</p>			
<b>Faculty Contact/Email/Phone</b>		<b>Consult and list departments that may be affected by the change(s) and attach documentation</b>	
<b>Approved by</b>			<b>Date</b>
Department Chair <u>N/A</u>			_____
College Curriculum Chair <u>N/A</u>			_____
College Dean <u>Dan Meeroff</u>			<u>8-15-24</u>
UUPC Chair <u>Korey Sorge</u>			<u>9-9-24</u>
Undergraduate Studies Dean <u>Dan Meeroff</u>			<u>9-9-24</u>
UFS President _____			_____
Provost _____			_____

Email this form and attachments to [mjenning@fau.edu](mailto:mjenning@fau.edu) seven business days before the UUPC meeting.

## REPEAT COURSE SURCHARGE

In accordance with Florida Statute 1009.285, any student who registers for more than two lifetime attempts (including withdrawals) in the same undergraduate course at the 1000-4999 level will be charged a Repeat Course Surcharge. ~~be charged a Repeat Course Surcharge for the third and subsequent enrollments registration into the course. An undergraduate level course is numbered at the 1000, 2000, 3000 or 4000 level. All courses that are fee liable will be counted as a registration.~~

The amount of the charge will be determined each term, but is expected to represent the full cost of instruction. To view our full cost of attendance information page, visit <https://www.fau.edu/finaid/other/cost-of-attendance/>.

Exceptions to the Repeat Course Surcharge are courses that are designated as repeatable by the university (Ex: XXX 4930, XXX 4957, etc.), those for individualized study (EX: XXX 4905), ~~courses that are repeated as a requirement of a major and~~ courses that continue over multiple semesters, ~~or~~ courses taken prior to Fall 1997. ~~Courses repeated more than two times to increase the grade point average or meet minimum course grade requirements will be eligible for the surcharge.~~ Students intending to repeat a course for a 3<sup>rd</sup> (or subsequent) attempt must request permission to register for the 3<sup>rd</sup> (or subsequent) attempt based on policy set forth by their college advising office.

According to the statute, a student may be granted an exception to the Repeat Course Surcharge upon approval by the Provost based upon a review of the individual circumstances presented by the student to document exceptional circumstance. Review will be initiated by student petition, which must provide all appropriate documentation to support the claim of exceptional circumstance. A student may appeal only once per course. Petition forms are available for this purpose and can be obtained [here](#) or from the Office of the Registrar.