Mathematics and Computer Science Department
New Science Facility 1001
227-2020 Phone
227-2010 Fax
http://math.nmu.edu

M E M O R A N D U M
Date:

To: Student Name: NMU IN:

From: J.D. Phillips,
Department Head

Re: Repeated Enrollment in a Course

The Undergraduate Bulletin contains the following statement under *Mathematics and Computer Science Department/Program Policies*:

> "To ensure student success, the department does not allow students to enroll in the same course more than two times. If a student must take a course for the third time, he or she must first take the prerequisite course(s) and obtain a grade of B- or better in each."

According to our records, you have enrolled in the following class at least twice without success.

1. MA/CS (MA100-4):
2. CRN (82534):

Therefore, you must take the prerequisite(s) for this course before attempting it again. The department will request that Registration and Scheduling drop you from the roster.

If there are extenuating circumstances which you feel should be considered, please see your instructor immediately.

cc: Registration & Scheduling

THIS FORM MUST BE RECEIVED IN THE REGISTRATION OFFICE BY

FRIDAY OF THE FIRST WEEK OF CLASS

RETURN THIS FROM TO D.W. BY 4:00 PM