



Third Attempt Information

Students must have the permission of the Dean of Students Office and their academic advisor for the **third attempt** at any one course. A student must fill out the **Petition for Third and Final Attempt at a Course**, obtain the required signatures, and submit the form to the Dean of Students Office (see page 2).

Student Responsibilities

- Completion of the Third Attempt Form by the student (reverse side)
- Be honest with yourself and advisor when answering the questions
- Be committed to implementing changes needed for success
- Meet with academic advisor for approval
- Submit the form to the Dean of Students Office

Advisor/Student Checklist

- Review form - make sure it's complete and correct
- Discuss GPA/Academic Standing
- Review responses to the questions on the reverse side and discuss resources available - Learning Centers, Student Success Coaches, Advisors, Professors, Health Care Professionals, etc.
- Review the following statement and what it means for the degree requirements.
 - I acknowledge that I must pass _____ in this third attempt or be required to change curriculum or withdraw from the University. I also understand that if I do not pass the class in this third attempt, I cannot take the class at another institution and transfer the credit back to Michigan Tech. **This is my last opportunity to earn credit for this course.** The grade I receive in this third attempt will be the grade recorded on my transcripts, even if I previously earned a higher grade (i.e., if I previously passed with a D and receive an F in this attempt, the F will be my grade of record).
- Discuss course drop deadlines for the semester and that a W does not count toward an attempt.
- Review grades in prereq courses to determine if prereq knowledge is needed before 3rd attempt.
- Encourage new habits and a self promise to attend class, complete assignments on time, follow syllabus, use learning centers and office hours, and ask for help when needed.

