

Criteria for the preparation of reports by the FC for the granting of the 2nd repetition of a course (3a convocatòria “de gràcia”) in Master's studies

(Approved by the Governing Commission of the Faculty of Science in Session 2/2023)

Introduction

This document identifies the circumstances under which the Faculty of Sciences (FC) may issue a favourable report for a student to enroll in a course for the 3rd time. It is important to note that such permission, granted by the Rector, is considered exceptional. Students also retain the option to drop the course within the periods established in the academic calendar.

Article 1. Ordinary Granting.

1.1.- The first time a student requests to enroll in a subject for the 3rd time, a favourable report will be issued if, by the end of the academic year preceding the request, the student has passed at least 15 credits.

1.2.- The second time a student requests to enroll in a subject for the 3rd time, a favourable report will be issued if, by the end of the academic year preceding the request, the student has passed at least 30 credits.

1.3.- If a student requests to enroll in two subjects for the 3rd time simultaneously, each request will be evaluated independently based on the corresponding criteria. A student may request the second repetition of a course no more than twice within the same academic record. Therefore, no favorable report will be issued for students who have already been granted a 2nd repetition of a course twice.

Article 2. Extraordinary Granting.

A favourable report may also be issued for a student to enroll in a subject for the 3rd time, even if the requirements outlined in Article 1 are not met, provided the student has experienced exceptional and well-documented circumstances that prevented them from dropping the course within the established deadlines.

Article 3. Effects.

The denial of the 2nd repetition of a course results in the student's exclusion from the program under the same conditions specified by the permanence regulations for Master's students. If the student wishes to return to the program later, their previous academic history will be retained. Any failed subjects that have not been passed or recognized will be re-incorporated into the academic record, and the number of prior enrollments in these subjects will be counted from the point at which the studies were abandoned. A student may only enroll in the same program twice.

Note: Submission of Applications

Applications for the 2nd repetition of a course (3a convocatòria “de gràcia”) must be submitted online. To apply: 1) Log in to "**La Meva UdG**"; 2) Navigate to: **Personal -> Expedient -> Tràmits -> Sol·licitud a l'administració-> Convocatòria de Gràcia**; 3) Upload any required documentation; 4) Complete the procedure. Once submitted, the academic office will validate the application and proceed to resolve the request.