



AP 4225 COURSE REPETITION

References:

Education Code Section 76224;
Title 5 Sections 55000, 55040, 55041, 55042, 55043, 55253, 56029, and 58161

A student may not repeat a course unless certain circumstances exist including, but not limited to:

- significant lapse of time;
- active participatory courses;
- course repetition to alleviate substandard academic work;
- course repetition due to extenuating circumstances;
- Disabled Student Programs and Services (DSPS) subject-coded courses;
- course repetition of cooperative work experience (see AP 4227 Repeatable Courses); and,
- course repetition due to employment, training, or other legal requirements.

Courses that are repeated shall be recorded on the student's permanent academic record using an appropriate symbol. Annotating the permanent academic record shall be done in a manner that all work remains legible, insuring a true and complete academic history.

Students may not enroll in a course more than three times, except in limited circumstances, described below. Enrollments include any combination of withdrawal(s) and grade(s).

Significant Lapse of Time

Requirements regarding the repetition of courses after a significant amount of time are defined in AP 4228 Course Repetition – Significant Lapse of Time.

Active Participatory Courses

Students may not enroll in active participatory courses (Title 5 Section 55000) in physical education, visual arts, or performing arts that are related in content more than four times. This limitation applies even if a substandard grade is earned or withdrawal (“W”) occurs during one or more of the enrollments. (Also see AP 4227 Repeatable Courses)

Course Repetition to Alleviate Substandard Academic Work

A student may repeat a course which is not designated as repeatable to alleviate a substandard grade. If a student repeats a course under this circumstance and receives a satisfactory grade, then s/he may not repeat the course again using the provision of alleviating a substandard grade.

If a student repeats the course under this circumstance and receives a second substandard grade, the student may repeat the course a third time in an effort to alleviate the substandard work.

Students may petition for approval to repeat a course after three enrollments in order to alleviate substandard grades earned in those enrollments as long as the District does not claim apportionment under Title 5 Section 58161 for enrollments beyond three. The District disregards the first two substandard grades in the calculation of the SBCC GPA if the student repeats the course two or more times.

When a student repeats a course to alleviate substandard academic work, the previous substandard grade(s) and associated credit shall be disregarded in the computation of grade point averages. For example, if a student receives a passing grade after repeating a second or third enrollment then the previous substandard grades (and units) will be disregarded.

Repeatable Courses with Substandard Work

When a student repeats a course designated as repeatable to alleviate substandard academic work (a "D," "F," "FW," "NP," or "NC"), the previous grade and credit shall be disregarded in the computation of grade point averages. No more than two substandard grades may be alleviated in repeatable courses.

Course Repetition Due to Extenuating Circumstances

A student may file a petition to repeat a course due to extenuating circumstances. Such course repetition requires a finding by the Scholastic Standards Committee that extenuating or extraordinary circumstances exist which justify such repetition. The approval is based on a finding that the withdrawal or previous grade, whether substandard or passing, was the result of extenuating circumstances. Extenuating circumstances are verified cases of accidents, illness, or other circumstances beyond the control of the student. Official supporting documentation is required in order to consider such a petition. Grades awarded for courses repeated under this provision shall be included when calculating a student's grade point average.

The District may claim apportionment under Title 5 Section 58161 for the attendance of a student enrolled in a course approved for course repetition due to extenuating circumstances, if the course is not designated as repeatable.

Disabled Student Programs and Services (DSPS) Subject-Coded Courses

Students with disabilities may repeat a DSPS subject-coded course any number of times when an individualized determination by the Director of DSPS or designee verifies that such repetition is required as a disability-related accommodation for the student for one of the reasons specified in Title 5 Section 56029.

Course Repetition Due to Employment, Training, or Other Legal Requirements

Students may petition to repeat a course any number of times where it is required for a student to meet a legally mandated training requirement as a condition of continued paid or volunteer employment, regardless of whether the student recorded substandard work. Students are required to provide official documentation that course repetition is legally mandated.

Students may petition to repeat a course needed for employment or licensing because of a significant change in the industry or licensure standards. Students are required to document significant change in industry or licensure standards necessitating course repetition.

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