

Instructional Services
DRAFT as of 9/18/09

BP 4225 COURSE REPETITION

References:

Title 5 Sections 55040, 55041, 55042, 55044, and 58161

Students may repeat courses for reasons described in AP 4225 titled Course Repetition including substandard grades (less than "C" and including "FW") were earned.

Students shall not repeat a course more times than permitted as defined in AP 4225 titled Course Repetition.

When course repetition occurs, the permanent academic record shall be annotated in such a manner that all work remains legible, insuring a true and complete academic history.

Under special circumstances, students may repeat courses in which a C or better grade was earned. The special circumstances are defined in AP 4225 titled Course Repetition.

❖ **From current Palomar College BP 4225 titled Course Repetition**

~~Students may repeat a course under the following conditions:~~

- ~~A. The course has been identified in the Catalog as repeatable, and the student has not taken a course more times than allowed; OR,~~
- ~~B. The student is repeating a course to alleviate a D, F, or NC grade; OR,~~
- ~~C. The student is repeating a course after a lapse of three years by approved petition of the Director of Enrollment Services.~~
- ~~D. The student is repeating a course after a lapse of less than three years by approved petition of the Director of Enrollment Services based on the previous grade being, at least in part, the result of extenuating circumstances. Extenuating circumstances are verified cases of accidents, illness, or other circumstances beyond the control of the student.~~

~~To meet legally mandated training requirements as a condition of continued employment. No limitation on repetitions.~~

~~Special classes for students with disabilities can be repeated beyond the stipulated number if appropriate as a reasonable accommodation for a disability.~~

~~Under conditions B, C, and D above, a course may be repeated only once for State apportionment.~~

~~When course repetition occurs, the permanent academic record shall be annotated in such a manner that all work remains legible, ensuring a true and complete academic history.~~

~~The CR/NC option is not available if a D or F grade was received the first time.~~

~~Students discovered through the course repetition programs who do not comply with the above regulations will be administratively dropped from those classes and will be notified by mail to see a counselor for alternative course selection.~~

~~Students dropped as a result of this process will be eligible for a refund of the enrollment fee.~~

~~5 CAG~~

~~55761, 55762, 55763, 58161; GB 9-17-85~~

~~Title 5, Sections 55761-55765, 56029~~

~~GB 1-14-03~~

NOTE: This policy is **legally required**. The language in **red ink** is recommended from the Community College League and legal counsel (Liebert Cassidy Whitmore). The wording in **green ink** was added by the Admissions Office. The language in **black ink** is current Palomar College Policy BP 4225 titled Course Repetition adopted on 9-17-85 and amended on 1-14-03. The Task Force reviewed this policy at the August 28, 2009 and September 18, 2009 Task Force Meetings.

Date Adopted:

(This is current Palomar College Policy 4225)