

COURSE REPETITION AND COURSE WITHDRAWAL

References: Title 5, Sections 55040 – 55045, 55253, 56029, and 58161

The Southwestern Community College District Governing Board, in compliance with Title 5 regulations permits the following:

Course Repetition Due to Substandard Grades and/or Withdrawals

If a student receives any combination of three (3) substandard academic grades (D, F or NP) and/or “W” withdrawal symbols, the student will not be allowed to have a fourth attempt in the same course at Southwestern College. If the student can demonstrate extenuating circumstances requiring one additional repetition, the student may petition and attach the supporting documentation. Extenuating circumstances are verified cases of accidents, illnesses or other circumstances beyond the control of the student

When course repetition and/or course withdrawal occurs, the permanent academic record shall be annotated in such a manner that all student work is transcribed and remains legible, ensuring a true and complete academic history.

Course Repetition of Previously Passed Courses

Students may petition for course repetition in the following areas which the course(s) has already been successfully passed.

- I. Significant Lapse of Time
- II. Variable Units – Open Entry/Open Exit
- III. Occupational Work Experience
- IV. Special classes for students with disabilities
- V. Legally Mandated Training
- VI. Significant Change in Industry

The Governing Board or its designee, in collaboration with the Academic Senate, shall establish procedures regarding course repetition/course withdrawal pursuant to College District Policy No. 2515 Role and Scope of the Academic Senate “10+1 Agreement”.

Office of Primary Responsibility: Vice President for Academic Affairs