

COURSE REPETITION

Course repetitions are allowed only under the following conditions:

1. A student may repeat a course in which he or she received a grade of 'D,' 'F' or 'NC' grade. When such a course is repeated, the last grade assigned will be used for computation of grade point average and the first grade will be ignored.
2. A student may petition to repeat a course in which he/she previously received a grade of 'C' or 'CR' or better if the student believes that:
 - a. His/her grade would have been higher except for extenuating circumstances caused by verifiable accidents, illness or other circumstances beyond the control of the student, or that
 - b. He/she should repeat the course because there has been a significant lapse of time since the student previously took the course, and the student needs to refresh his/her knowledge or skills in the subject in order to achieve the student's educational objective.

All petitions will be reviewed and determination made to approve or deny. Petitions are available in the Admissions Center. When a course is repeated pursuant to an approved petition, the first grade assigned will be used for computation of grade point average, and the second grade will be ignored.

Students who repeat a class without satisfying conditions 1 or 2 above will automatically be withdrawn from the class and will not be entitled to receive a refund for enrollment fee or tuition.

3. Students with verified disabilities who are enrolled in special classes within Disabled Students Programs and Services may repeat special courses under the following circumstances:
 - a. When continuing success of the student in other general and/or special classes is dependent on additional repetitions of a specific class.
 - b. When additional repetitions of a specific special class are required for the student to meet the performance criteria of that class.
 - c. When additional repetitions of a specific special class are essential to completing a student's preparation for enrollment into other courses which meet the requirements of a student's educational objectives.

4. Repetitions of adaptive physical education are allowed, provided the student participates in at least one additional credit course that is not a physical education class within the general offerings of the college; and, if the student makes progress towards the stated educational goal as documented in the Individual Educational Plan. Students enrolled only in adaptive physical education may repeat adaptive physical education for credit for three semesters or five quarters.

Verification of the student's disability and of the appropriateness of course repetition is the responsibility of the Dean of Student Services or designee. The development of the student's Individual Education Plan (IEP) will serve as the review process for requests to repeat courses. Review will be conducted by the DSP&S staff and a determination made to approve or deny the request. When a course is approved for repetition, the second grade will be used for computation of grade point average and the first grade will be ignored.