BP 4220.1    Course Repetition

Reference:    Title 5, Sections 55763(c)

A course may be repeated where the course is designated as repeatable by the District’s Curriculum Committee, the Board of Trustees, and the California Community Colleges Chancellor's Office.

A course not designated as repeatable may be repeated:

1. When the purpose of repeating the course is to address a substandard grade as provided in Administrative Procedure 4220.1.
2. When, despite award of a satisfactory grade, a college counselor recommends repetition through use of the course auditing procedure provided in Policy 5201.
3. When necessary to meet a legally mandated training requirement as a condition of continued paid or volunteer employment.

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