



Book	VCCCD Administrative Procedure Manual
Section	Chapter 4 Academic Affairs
Title	AP 4227 Repeatable Courses
Code	AP 4227
Status	Under Consideration
Legal	Title 5, Section 55000 Title 5, Section 55002 Title 5, Section 55040 Title 5, Section 55041 et seq. Title 5, Section 58161
Adopted	June 16, 2010
Last Revised	April 8, 2014

#### \*Changed Legal References

~~Under special circumstances, students may repeat courses in which a C/P or better grade was earned, or regardless of whether substandard academic work has been recorded. **Legally Mandated Training Requirement** Students are allowed to repeat a course when repetition is necessary to enable that student to meet a legally mandated training requirement as a condition of continued volunteer or paid employment. Students may repeat such courses any number of times, even if they received a grade of C/P or better; however, the grade received by the student each time will be included in calculations of the student's grade point average. Students will be required to certify the legally mandated training requirement for their continued volunteer or paid employment status. The term "legally mandated" is interpreted to mean "required by statute or regulation," and excludes administrative policy or practice. Legally mandated training courses will conform to all attendance accounting, course approval, and other requirements imposed by applicable provisions of law. The attendance of students in legally mandated training may be claimed for state apportionment without limitation.~~

#### **Courses Designated as Repeatable**

Courses that can be repeated will be so designated in the colleges' catalogs. Only the following ~~The~~ three types of courses ~~that~~ may be designated as repeatable:

- Courses for which repetition is necessary to meet the major requirements of California State University (CSU) or University of California (UC) for completion of a bachelor's degree;
- Intercollegiate athletics courses; and
- Intercollegiate academic or vocational competition courses. Such courses may be repeated no more than four times for semester courses or six times for quarter courses.

1) Courses for which repetition ~~of a course~~ is necessary to meet the major requirements of California State University (CSU) or University of California (UC) for completion of a bachelor's degree (supporting documentation required).

Certain CSU or UC campuses may require students to repeat a specified course as part of the requirements for a specific major. Once the course is properly designed as repeatable, then any student eligible to enroll in that course can enroll in that course multiple times. While the particular course may require the student to meet other eligibility

requirements, such as an applicable prerequisite or corequisite, the student does not have to intend to transfer to UC or CSU to enroll in a course that has been properly designated as repeatable.

## 2) Intercollegiate athletics courses

Intercollegiate athletic courses are limited to the following:

- those courses in which student athletes are enrolled to participate in an organized competitive sport sponsored by the District, or
- a conditioning course which supports the organized competitive sport. (Title 5, Section(g). These types of courses are intended to be narrowly construed, meaning the course is either one that the athlete must be enrolled in to participate in the sport that is sponsored by the District or the course that is devoted to conditioning the athlete to safely participate in the competitive sport.

## 3) Intercollegiate academic or vocational competition course

Intercollegiate academic or vocational competition courses are very narrowly defined as courses that meet the following criteria:

- the course must be designed specifically for participation in non-athletic competitive events,
- the competition must be between students from different colleges,
- the competition must be sanctioned by a formal collegiate or industry governing body, **AND**
- the participation in the event must be directly related to the course as specified in the course content and objectives pursuant to subdivisions (a) or (b) of Title 5, Section 55002.

Courses designated as repeatable shall be identified in the course descriptions in the college catalog. The District will devise and implement a mechanism for the proper monitoring of such repetitions, including the determination and certification that each identified course meets the criteria specified in Title 5, Section 55041(c), 58161, 55041(a)(1), 55041(a)(2), 55041(a)(3).

Students may enroll in [Intercollegiate academic or vocational](#) courses that have been designated as repeatable for not more than four semesters. For purposes of this administrative procedure, summer or other intersessions count toward the maximum number of repetitions allowed. For purposes of this administrative procedure, withdrawals count toward the maximum number of repetitions allowed. When a course is repeated pursuant to this section, the grade received each time will be included in the calculations of grade point average.

~~The attendance of students in credit activity courses may be claimed for apportionment for a maximum of four semester enrollments inclusive of summer and other intersessions. This limitation applies even if the student receives a substandard grade, or a "W" grade, for one or more of the enrollments in such a course or petitions for repetition due to special circumstances as defined herein and by Title 5, Section 55045.~~

### Active Participatory Courses and Repeatability

"Active participatory courses" are those courses where individual study or group assignments are the basic means by which learning objectives are obtained. Courses that are related in content" (also known as "families") are those courses with similar primary educational activities in which skill levels or variations are separated into distinct courses with different student learning outcomes for each level or variation. Courses eligible to be included in "families" are limited to physical education, visual arts, and performing arts.

While students will not in most cases be allowed to repeat a specific active participatory course, they can still enroll in a series of active participatory courses that are related in content a maximum of four times. This limit applies even if the student receives a substandard grade or "W" during one or more enrollments or if a student petitions for repetition due to extenuating circumstances as defined in AP 4225 and by Title 5, Section 55045.

The attendance of students in credit activity courses may be claimed for apportionment for a maximum of four semester enrollments inclusive of summer and other intersessions.

Discipline faculty will be responsible for determining which courses will comprise families and these families of courses will be designated in the college's catalog along with enrollment limitations.

See [Administrative Procedure 4225](#) for information on course repetition to alleviate substandard grades and special circumstances where students with passing grades may repeat courses not designated as repeatable ~~student coursework~~.

2020 10.22 Policy, Planning & Student Success Committee  
2020 10.12 Chancellor's Cabinet  
2020 10.08 DTRW-I  
2020 06.25 Policy, Planning, and Student Success Committee  
2020 05.11 Chancellor's Cabinet  
2020 05.07 DTRW-I/SS Joint Meeting