



# **ADMINISTRATIVE** **PROCEDURE**

**4227**

**DESERT COMMUNITY COLLEGE DISTRICT**

## **REPEATABLE COURSES**

The District has designated certain types of credit courses as repeatable consistent with Title 5 and the conditions set forth in this Administrative Procedure.

Only the following types of courses 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.

The District must identify and designate such repeatable courses in its catalog.

Under special circumstances, students may repeat courses in which a C or better grade was earned.

Students are allowed to repeat a course without petition when repetition is necessary to enable that student to meet a legally mandated training requirement as a condition of volunteer or continued paid employment. Students can repeat such courses any number of times.

Students may petition to repeat a course as a result of a significant change in industry or licensure standards such that repetition of the course is necessary for the student's employment or licensure. Students can repeat such courses any number of times.

Students may enroll in activity courses in physical education, visual arts, or performing arts. Such courses may not be repeated for more than four semesters. This limit applies even if the student receives a substandard grade or "W" during one or more enrollment or if a student petitions for repetition for repetition due to extenuating circumstances.

Students with disabilities can repeat for students with disabilities any number of times when an individualized determination verifies that such repetition is required as a disability-related accommodation for the student for one of the reasons specified in Title 5 Section 56029.

Students may enroll in courses, other than physical education, visual arts, or performing arts courses, offered for variable units on an open entry/open exit basis as many times as necessary to complete one (1) time the entire curriculum of the course as described in the course outline of record, consistent with Title 5, Section 55044.

A student may repeat a work experience education course subject to Title 5 Section 55040.

The District shall develop and implement a mechanism to allow it to properly monitor course repetition.

**References:**

Title 5 Sections 55040, 55041, 55044, 55253, and 56029

Administrator: VP Instruction

Executive Cabinet Review/Approval: January 23, 2024

Educational Policies and Practices Committee Review/Approval, 1<sup>st</sup> Reading: March 7, 2024

Educational Policies and Practices Committee Review/Approval, 2<sup>nd</sup> Reading: April 4, 2024

All Faculty Senate Review/Approval, 1<sup>st</sup> Reading: April 11, 2024

All Faculty Senate Review/Approval, 2<sup>nd</sup> Reading: April 25, 2024

College Planning Council Review/Approval, 1<sup>st</sup> Reading: May 10, 2024

College Planning Council Review/Approval, 2<sup>nd</sup> Reading: May 24, 2024

Board Meeting/Information Item: June 20, 2024

Next Review: June 2029