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

A. Certain activity, performance, and skill courses have been designated as repeatable courses and are identified as such in the catalog’s course descriptions. Those courses meet one of two criteria—either the course content differs each time the course is offered or the student develops a skill or proficiency each time he/she repeats the course.

1. Foreign language, ESL, and non-degree-applicable basic-skills courses are not eligible for repetition based on these criteria.

2. Eligible courses may be repeated up to three times for a maximum of four completions.

3. When an activity course is part of a sequence that represents multiple skill levels (such as beginning, intermediate, and advanced), students can complete one course or a combination of courses within the sequence for a total of four completions. Students cannot, however, take a lower-level course after successfully completing a higher-level course within the sequence.

4. Activity courses in the visual or performing arts can be repeated three times each if they are part of a transfer sequence. This transfer-sequence rule applies only to visual or performing-arts courses in music, fine arts, theater, or dance.

B. A student may petition the Committee on Exceptions at any time to repeat a course for which substandard course work has not been recorded based on a finding that the student’s previous grade is, at least in part, the result of extenuating circumstances. Extenuating circumstances are verified cases of accidents, illness, or other circumstances beyond the control of the student. The Committee on Exceptions will review these requests and may consult with the appropriate instructional department chairperson and/or faculty member. Decisions will be based on a number of variables, including whether the course itself is repeatable, what grade the student received, and the extenuating circumstances. Grades awarded for courses repeated under these circumstances shall not be counted in calculating a student’s grade-point average.

C. A student may repeat a course where substandard academic work has not been recorded when repetition is necessary for a student to meet a legally mandated
training requirement as a condition of continued paid or volunteer employment. The student must certify or document that course repetition is necessary to complete legally mandated training.

D. A student who has been identified by the district as possessing a disability may repeat a “special class for students with disabilities” any number of times under the following circumstances:

1. When continuing success of the student in other general and/or special education classes is dependent on additional repetitions of a specific special class.

2. When additional repetitions of a specific special class are essential to completing a student’s preparation for enrollment into other regular or special classes.

3. When the student has a student-educational contract that involves a goal other than completion of the special class in question and repetition of the course will further the achievement of the goal.

The previous grade and credit of the “special class for students with disabilities” may be disregarded in computing the student’s GPA each time the course is repeated.