



### ***Important Notice Regarding Repetition of Courses***

New state regulations require California Community Colleges to limit the number of times a student has attempted a class. Previously, repetition rules only impacted courses which resulted in an evaluative grade such as A,B,C,D,F, NC, NP, CR, or P. **Beginning in Fall 2009**, in addition to evaluative grades, limits will now be placed on coursework which results in W. The new rules are fairly complex and it is important that you review your college transcript to determine whether or not you will be impacted by these new rules. In addition, further revisions to these rules are expected from the State in the upcoming months.

An important part of the repetition rules is understanding the difference between regular courses (not usually repeatable once passed with a C grade or better) and activity or performance courses which may allow multiple repetitions.

#### ***Regular Courses***

Regular courses cannot generally be repeated once the student receives a grade equivalent to a C or better. Students who wish to take the class again, should consider the option of auditing. Auditing is only allowed by permission of the instructor and the department chair *AND* only after students who have not successfully completed the course are given first choice at enrollment (see Auditing rules for more information).

#### ***Activity and Performance Courses***

Activity and Performance courses may be repeated the allowable number of times listed in the catalog (usually four but sometimes less). For example, KINE 152 Yoga may be taken four times. However, once an evaluative grade is given, any subsequent enrollments resulting in an evaluative grade *OR* a W will count towards the remaining enrollments. If a student initially receives a W in an activity or performance course, they may accumulate up to 4 W's before the other grade repetitions are enforced.

#### ***Repetition of Substandard grades***

When a student receives a substandard grade (F, D, NC or NP) in a regular course, they may only take the course twice more to try to alleviate the substandard grade. These two repetitions may result in another substandard grade, a W or a passing grade. W's *COUNT* toward the two repetitions. This is a major change in the repetition rules which begins in Fall 2009. Any coursework including W's received prior to Fall 2009 will be considered.

In the case of activity or performance courses, there is no option for alleviating a substandard grade. All evaluative grades will count towards the maximum allowable repetition. In addition, W's will count subsequent to any evaluative grade.

#### ***Repetition of W's***

When students drop a course which results in a grade of W, there is a maximum limit of 4 W's prior to an evaluative grade. When the student reaches that maximum without having received an evaluative grade, they must request enrollment by petition. The 5<sup>th</sup> time the student attempts the class, it *MUST* result in an evaluative grade. If the student drops the class, the college is required to reinstate the student and issue an evaluative grade (usually an F). At that point, if the class is a regular class, then the repetition for substandard grade rules takes effect. Two more attempts will be allowed following a substandard grade, whether for an evaluative grade or W.

#### ***Extenuating Circumstances***

Once the repetitions in the above scenarios are exhausted, there are still a couple of ways that a student *MIGHT* be able to re-enroll. If a student can prove (through documentation) that there were extenuating circumstances beyond their control, they may petition for approval to take a course another time. Or if the student needs to take a course which has a recency prerequisite they may petition to repeat. For example, if a student completed BIO 101 with a B grade in Fall 1998 but is transferring to an institution that requires that General Biology was completed within the last three years, then the student would petition to repeat the course at MiraCosta and must provide proof of the three -year recency requirement.