

Proposed Revisions to
Kern Community College District Board Policy Manual
Section Four – Students/Instructional Services

Policy 4C4D

Governance Process: ***Rely Primarily Upon the Advice and Judgment***

Reason for Revisions: ***Establish District Criteria in Compliance with Title 5 Regulations***

4C4D Course Repetition (Title 5, Sections 55040, 55041, 55042, 55043, 55044, 55045, 56029) See **Procedure 4C4D** of this Manual for procedures on Course Repetition. (*Revised February 5, 2009*)

4C4D1 A student may repeat a course under one (1) or more of the following circumstances.

4C4D1A A student may repeat once for credit a course taken at a regionally accredited college or university for which a grade of "D," "F," "NC," or "NP" was received, and may petition for a second repeat under these same circumstances.

Upon determination of course equivalency by the College and upon petition by the student, the previous grade and credit shall be disregarded in the computation of grade point averages.

When course repetition occurs, the permanent academic record shall be annotated in such a manner that all work remains legible, insuring a true and complete academic history. [Title 5, Section 55046(a)]

4C4D1B A student may repeat a course for which a grade of "A," "B," "C," "CR," or "P" was received only upon petition and with the written permission of the College

President or designee based on a finding that ~~special~~ extenuating circumstances exist which justify such repetition. ~~The grade received for repeating a course shall not be counted in calculating the student's grade point average.~~ Upon confirmation of extenuating circumstances, such as verified cases of accidents, illnesses, or other circumstances beyond the control of the student, the previous grade and credit shall be disregarded in the computation of grade point averages. ~~Special circumstances include the following:~~

- ~~• The student's previous grade is at least in part the result of extenuating circumstances.~~

~~Extenuating circumstances are verified cases of accidents, illnesses, or other circumstances beyond the control of the student.~~

Reviewed and Recommended by
District Student Services Committee
October 15, 2009

Reviewed and Recommended by
District Vice Presidents
December 2, 2009

Reviewed and Recommended by
Chancellor's Cabinet
January 19, 2010

Course Repetition

TEMPLATE

KCCD BPM Section: 4C4D	Title 5 Provisions Section: 55045
<p><u>Proposed Revision to BPM Section:</u></p> <p>4C4D1B A student may repeat a course for which a grade of "A," "B," "C," "CR," or "P" was received only upon petition and with the written permission of the College President or designee based on a finding that special <u>extenuating</u> circumstances exist which justify such repetition. The grade received for repeating a course shall not be counted in calculating the student's grade point average. <u>Upon confirmation of extenuating circumstances, such as verified cases of accidents, illnesses, or other circumstances beyond the control of the student, the previous grade and credit shall be disregarded in the computation of grade point averages.</u> Special circumstances include the following:</p> <ul style="list-style-type: none"> • The student's previous grade is at least in part the result of extenuating circumstances. <p>Extenuating circumstances are verified cases of accidents, illnesses, or other circumstances beyond the control of the student.</p> <p>Reviewed and Recommended by District Student Services Committee October 15, 2009</p> <p>Reviewed and Recommended by District Vice Presidents December 2, 2009</p> <p>Reviewed and Recommended by Chancellor's Cabinet January 19, 2010</p>	<p>The district policies and procedures on course repetition adopted pursuant to section 55040 may permit a student to repeat a course only if:</p> <p>(a) the repetition is expressly authorized by another provision of this article; or</p> <p>(b) the student files a petition and the governing board of the district or its designee grants written approval of the petition based on a finding that the student's previous grade (whether substandard or passing) was, 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. When course repetition is approved pursuant to this subdivision, the district policy may allow the previous grade and credit to be disregarded in computing the student's GPA each time the course is repeated.</p>