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Administrative Procedure  
Chapter 4 – Academic Affairs

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## AP 4228 COURSE REPETITION – SIGNIFICANT LAPSE OF TIME

### Reference:

Title 5 Section 55043

### Responsibilities

- A. The Vice President of Academic Affairs shall be responsible for the overall coordination and implementation of the procedures relating to orderly administration of course repetition for significant lapse of time.
- B. The Dean of Enrollment Services shall be responsible for maintaining orderly administration of course repetition for significant lapse of time.

### Significant Lapse of Time

Students may be permitted or required to repeat courses in which a Pass or “C” or better grade was earned where there was a significant lapse of time of no less than 36 months since the grade was obtained and:

- x The District has established a recency prerequisite for a course or program; or
- x An institution of higher education to which a student wishes to transfer has established a recency requirement that the student cannot satisfy without repeating the course.

When a student needs to repeat an active participatory experience course in physical education, or visual or performing arts, or that is related in content due to a significant lapse of time, each repetition attempt will be counted toward the established repetition limits. However, if a student has already exhausted the number of permitted repetitions, then an additional repetition due to significant lapse of time may be permitted or required by the District.

When a course is repeated due to a significant lapse of time, the District may disregard the previous grade and credit when computing a student’s grade point average.

Also see BP/AP 4225 Course Repetition, AP 4227 Repeatable Courses, and AP 4229 Course Repetition – Variable Units.

