
Administrative Procedure
Chapter 4 – Academic Affairs

AP 4229 COURSE REPETITION – VARIABLE UNITS

Reference:

Title 5 Section 55044

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 variable units course repetition.
- B. The Dean of Enrollment Services shall be responsible for maintaining orderly administration of variable units course repetition.

Variable Unit Courses

Students may be permitted to enroll in variable unit open-entry/open-exit courses as many times as necessary to enable them to complete the entire curriculum of the course once.

Students may not repeat variable unit open-entry/open-exit courses unless:

- The course is required for legally mandated training; or
- The course is a special class for students with disabilities which needs to be repeated; or
- Repetition of the course is justified by extenuating circumstances; or
- The student wishes to repeat the course to alleviate a substandard grade.

A student may not enroll in a variable unit open-entry/open-exit active participatory course in physical education, visual arts, or performing arts more than one time.

Also see BP/AP 4225 Course Repetition, AP 4227 Repeatable Courses, and AP 4228 Course Repetition – Significant Lapse of Time.

Approved: April 27, 2022