

Chapter 4 – Academic Affairs

AP 4222 Remedial Coursework

Reference:

Title 5 Section 55035

Limitation of Remedial Coursework

Title 5 Section 55756.6 establishes a limit of 30 units of remedial coursework that may be completed by a student, unless qualifying for an exemption. Courses identified as “Pre-collegiate Basic Skills” in the College Catalog are included in the category of remedial coursework.

Students having exhausted the unit limitation shall be dismissed and shall be referred to an appropriate adult noncredit education program.

Students enrolled in the American Language (AMLA) program, students with identified learning disabilities, and students who have completed remedial courses at other institutions are exempt from this policy.

Students who show significant, measurable progress toward the development of skills appropriate to his or her enrollment in college-level courses may request a waiver of the limitation on remedial coursework. If granted, the waiver will be given for specified periods of time or for specified numbers of units.

The College will make every effort to notify students who have completed 20 units, or more, of pre-collegiate basic skills courses, of their status, and of campus resources available to support their academic progress.

Pre-Collegiate Basic Skills Courses

Courses which have been identified as remedial/pre-collegiate basic skills courses are identified in the College Catalog as “Pre-Collegiate Basic Skills”. This document is updated annually for currency and correctness.

The following students are exempted from the limitation on remediation:

1. Students enrolled in one or more courses in the American Language program;
2. Students who have been identified by the district as having a learning disability;
3. Students transferring from other colleges/universities will not have remedial coursework from their prior institutions counted as part of the remedial limitation.

Notification

A student who has completed 20 units in remedial/pre-collegiate basic skills courses shall be notified of the regulation limiting the number of remedial units and be referred to the Counseling and DSPS departments. Information about the action and dismissal process will

be included in the notification, including information identifying campus resources and referrals.

Upon completion of 30 units in remedial courses a student shall be notified that he/she will automatically be dropped from any additional remedial courses. Information will also be provided to the student about their ability to request a waiver of the limitation of remedial coursework, as well as information about the dismissal process.

Students who have exhausted the unit limitation will be referred to an appropriate adult noncredit education program.

Waiver of the Limitation of Remedial Coursework

A student who shows significant measurable progress toward the development of skills appropriate to his or her enrollment in college-level courses may petition the Board of Appeals for a waiver of the limitation of remedial coursework. The student will receive a response, in writing, indicating the granting/denial of the petition. If the petition is granted, the student will be informed of the specified period of time or the specific courses approved beyond the 30 unit limit. Student will not be allowed to remain in courses beyond the 30 units limit without verification of extenuating circumstances.

Remedial Dismissal

A student who does not attain full eligibility status for degree appropriate work within the 30 unit limit shall, unless provided with a waiver of the limitation of remedial coursework, be dismissed and referred to adult non-credit education courses per Title 5. The Office of Admissions and Records shall notify the student of the remedial dismissal status at the end of the semester together with an explanation of the status.

Re-Admission from Remedial Dismissal Status

A student may, upon successful completion of appropriate remedial coursework or upon demonstration of skill levels which will reasonably assure success in degree appropriate coursework, petition to be reinstated. The petition is to be filed with the Dean, Counseling for action by the Board of Appeals.

The College Catalog shall include a clear statement of the limited applicability of remedial coursework toward fulfilling degree requirements and any exemptions that may apply to this limitation.

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Reviewed: August 17, 2016

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References:

Education Code Section 78213;
Title 5 Section 55035;
ACCJC Accreditation Standard II.A.4

NOTE: *This procedure is **legally required**. Local practice may be inserted here, which must include the following:*

Remedial coursework consists of pre-collegiate basic skills courses.

A student's need for remedial coursework shall be determined using appropriate assessment instruments, methods, or procedures.

No student shall receive more than 30 semester units [**or 45 quarter units**] for remedial coursework. A student who exhausts this unit limitation shall be referred to appropriate adult noncredit education services.

No student shall be required to enroll in remedial English or mathematics coursework that lengthens their time to complete a degree unless placement research that includes consideration of high school grade point average and coursework, shows that those students are highly unlikely to success in transfer-level coursework in English and mathematics. A student may be required to enroll in additional concurrent support, including additional language support for English as a Second Language students, during the same semester that they take a transfer-level English or mathematics course, but only if the [**designate position**] determines the support will increase their likelihood of passing the transfer-level English or mathematics course. The [**designate position**] shall minimize the impact on student financial aid and unit requirements for the degree by exploring embedded and low or noncredit support options.

A student who successfully completes remedial coursework or who demonstrates skill levels which assure success in college-level courses may request reinstatement to proceed with college level coursework.

Students enrolled in one or more courses of English as a Second Language and students identified as having a learning disability are exempt from the limitations of this procedure.

Students who demonstrate significant, measurable progress toward development of skills appropriate to enrollment in college-level courses may be granted a waiver of the limitations of this procedure.

[District **and College**] catalogs shall include a clear statement of the limited applicability of remedial coursework toward fulfilling degree requirements and any exemptions that may apply to this limitation.

Revised 9/05, 2/08, 4/15, 10/18