

Academic Affairs

1 AP 4222 REMEDIAL COURSEWORK

2 Reference:

3 Education Code Section 78212.5 and 78213;
4 Title 5, Section 55035;
5 ACCJC Accreditation Standard 2

6 Remedial coursework consists of pre-collegiate basic skills courses.

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

9 No student shall receive more than 30 semester units for remedial coursework. A student
10 who exhausts this unit limitation shall be referred to appropriate adult noncredit education
11 services.

12 The District shall maximize the probability that a student will enter and complete transfer-
13 level coursework in English and mathematics within a one-year timeframe of the student's
14 initial attempt in the discipline. For a student with a declared academic goal, the transfer-
15 level coursework shall satisfy the English and mathematics course requirements of the
16 intended certificate or associate degree, or a requirement for transfer within the intended
17 major, within a one-year timeframe of their initial attempt in the discipline.

18 The District shall not recommend or require students to enroll in pretransfer-level English
19 or mathematics coursework unless the student is highly unlikely to succeed in a transfer-
20 level English or mathematics course based on their high school grade point average and
21 coursework and the enrollment in pretransfer-level coursework will improve the student's
22 probability of completing transfer-level coursework in English and mathematics within a
23 one-year timeframe or, for credit English as a Second Language course students,
24 completing transfer-level coursework in English within a three-year timeframe.

25 The District shall use, in the placement and enrollment of students into English and
26 mathematics courses, one or more of the following measures: high school coursework,
27 high school grades, and high school grade point average. High school transcript data
28 shall be used as the primary means for determining placement in English and
29 mathematics courses. For students who have not graduated from high school, or for high
30 school graduates unable to provide self-reported high school information, the District may
31 use guided placement or self-placement. When using multiple measures, the District shall
32 apply multiple measures in the placement and enrollment of all students in such a manner
33 that all of the following occur: (1) low performance on one measure shall be offset by a
34 higher performance on another measure; (2) multiple measures shall be used to increase
35 student's placement recommendation and shall not be used to lower it; (3) any one
36 measure may demonstrate a student's preparedness for transfer-level coursework; (4)

37 the multiple measures placement shall not require students to repeat coursework that
38 they successfully completed in high school or college or for which they demonstrated
39 competency through other methods of credit for prior-learning; and (5) the multiple
40 measures placement gives students access to a transfer-level course that will satisfy a
41 requirement for the intended certificate or associate degree, or a requirement for transfer
42 within the intended major.

43 If the District places and enrolls students into transfer-level mathematics or English
44 coursework that does not satisfy a requirement for the student's intended certificate or
45 associate degree, or a requirement for transfer within the intended major, the Vice
46 President of Academic Affairs, shall determine that (1) the student is highly unlikely to
47 succeed in a transfer-level English or mathematics course that satisfies a requirement for
48 the intended certificate or associate degree, or a requirement for transfer within the
49 intended major based on their high school grade point average and coursework and (2)
50 the enrollment will improve the student's probability of completing transfer-level
51 mathematics or English coursework that satisfies a requirement for the intended
52 certificate or associate degree, or a requirement for transfer within the intended major,
53 within a one-year timeframe.

54 The District may require a student to enroll in additional concurrent support, including
55 additional language support for English as a Second Language students, during the same
56 term that they take a transfer-level English or mathematics course, but only if the Vice
57 President of Academic Affairs or designee determines the support will increase the
58 student's likelihood of passing the transfer-level English or mathematics course.

59 If the District places and enrolls students into transfer-level course sequences, composed
60 of no more than two transfer-level courses, that prepare students for the first STEM
61 calculus course, the Vice President of Academic Affairs shall determine that (1) the
62 student is highly unlikely to succeed in the first STEM calculus course without the
63 additional transfer-level preparation, (2) the enrollment will improve the student's
64 probability of completing the first STEM calculus course, and (3) the enrollment will
65 improve the student's persistence to and completion of the second calculus course in the
66 STEM program, if a second calculus course is required.

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

70 Students who have not graduated from a United States high school or been issued a high
71 school equivalency certificate, students enrolled in a certificate program without English
72 or mathematics requirements, students enrolled in a noncredit English as a Second
73 Language course who have not graduated from a United States high school or been
74 issued a high school equivalency certificate, students with documented disabilities in
75 educational assistance classes who are otherwise not able to benefit from general college
76 classes, students enrolled in adult education programs who have not graduated from a
77 United States high school or been issued a high school equivalency certificate, students

78 enrolled in adult education programs who are enrolled in coursework other than
79 mathematics or English, current high school students in dual enrollment or taking courses
80 not available in their local high school are exempt from the limitations of this procedure.

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

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

87 Office of Primary Responsibility: Vice President, Academic Affairs

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