

Academic Affairs

1 **BP 4225 COURSE REPETITION**

2 **References:**

3 Title 5, Sections 55040, 55041, 55042, 55044, and 58161

4 A student may repeat the same course only once for purposes of improving a substandard
5 grade (“D”, “F”, “FW”, or “NP”), except when permitted a second repetition (third
6 enrollment) via petition to the Academic Records and Standards Committee or as
7 otherwise permitted by Title 5. The Board has determined reasonable limitations on
8 course repetition as described in Administrative Procedure 4225.

9 When course repetition occurs, the permanent academic record shall be annotated in
10 such a manner that all work remains legible, ensuring a true and complete academic
11 history.

12 Under special circumstances, students may repeat courses in which a “C” or better grade
13 was earned. The special circumstances are defined in administrative procedures.

14 Office of Primary Responsibility: Vice President, Academic Affairs

Date Adopted: August 15, 2007

Date Revised: February 20, 2008; May 20, 2009

Date Reviewed: January 16, 2019, April 10, 2024

(Replaces former Cerritos College Policy 4105)