

Course Repetition Policy and Active Participatory Course Limitations

Students may repeat credit courses at El Camino College under specific circumstances as outlined in [Board Policy 4225](#) and [Administrative Procedure 4225](#). There are three general circumstances when a course may be repeated:

1. When a course is specifically designed as repeatable.
2. When a student earns a substandard grade (D, F, or NP) or a Withdrawal (W) is assigned, and the student wants to retake the course to earn a passing grade.
3. When a student meets the criteria for special circumstances.

Repetition occurs when a student who has previously received an evaluative symbol (grade) in a particular credit course re-enrolls in that same course and receives another evaluative symbol. Credit course repetition is regulated by state guidelines as described in Title 5 of the California Code of Regulations, Sections 55040-55046.

Repeatable Courses

Repeatable courses are those listed in the College Catalog that have lowercase letters in the course number. The lowercase letters indicate the number of times a course may be repeated. Examples of repeatable courses include Physical Education 60abc (Women's Intercollegiate Soccer Team), and Communication Studies 23abcd (Forensics – Team Events). In these examples, students may enroll in Physical Education 60abc three times and Communication Studies 23abcd four times.

El Camino College only designates the following types of courses to be repeatable per Title 5:

1. Courses for which repetition is necessary to meet the lower-division major requirements of CSU or UC for completion of a Bachelor's Degree (Title 5, Section 55041(a)(1)).
2. Intercollegiate athletics and related conditioning courses (Title 5, Section 55041(b)(2)).
3. Intercollegiate academic or vocational competition (Title 5, Section 55041(a)(3)).

Course Repetition to Alleviate a Substandard Grade

Students may retake a non-repeatable course in which they have one unsuccessful attempt only once without college intervention. An unsuccessful attempt occurs when a student receives a Withdrawal (W) or a substandard grade (D, F, or NP). Students may retake a non-repeatable course in which they have two unsuccessful attempts only after completing college intervention. This intervention involves a student petition which is reviewed on a case-by-case basis by the appropriate dean and/or the Admissions Office. The petition form can be obtained in the appropriate academic division office. Students are limited to a maximum of three (3) enrollments in a course unless otherwise specified in Title 5, Sections 55040-55046.

A passing or substandard grade received in the retake shall replace the original grade in the calculation of the grade point average, except under circumstances specified in Title 5, Section 55040(b)(6)(8)(9). This will be annotated on the student's academic transcript. The original

grade, alleviated by the new grade, must remain on the student's academic transcript. A maximum of two substandard grades will be excluded in computing the student's grade point average (Title 5, Section 55042).

In general, students are not permitted to repeat courses in which they have earned a grade of A, B, C, or P except due to Special Circumstances as described below.

Special Circumstances

Students may only petition to repeat a course beyond the maximum allowed enrollments under the following conditions:

1. Significant Lapse of Time (Title 5, Section 55040(b)(3), 55043): Students may petition to repeat a class if it is determined that a significant lapse of time (no less than 36 months) has occurred since the last time the student was enrolled in the course. The course must be required by the district as a recency prerequisite or another institution of higher education as to which the student seeks to transfer has established a recency prerequisite which the student will not be able to satisfy without repeating the course in question.
2. Variable Unit Open-Entry/Open-Exit Courses (Title 5, Section 55040(b)(4), 55044): Enrollments are limited to the number of times necessary for a student to complete one time the entire curriculum of the course as described in the corresponding course outline of record.
3. Extenuating Circumstances (Title 5, Section 55040(b)(5), 55045): Students may petition to repeat a course due to verified cases of accidents, illness, or other circumstances beyond the control of the student. The grade achieved by the student in the previous enrollment can be substandard or passing (A, B, C, D, F, or NP). A student receiving a non-evaluative grading symbol (I, IP, RD, W, or MW) cannot re-enroll in a course as a result of extenuating circumstances.
4. Occupational Work Experience (Title 5, Section 55040(b)(6)): Districts may permit students to enroll multiple times in an occupational work experience course if certain conditions are met as outlined in Title 5, Section 55253.
5. Special Classes for Students with Disabilities (Title 5, Section 55040(b)(7)): Special classes designed for students with disabilities may be subject to extensions of repeatability in certain circumstances. Repetition may be authorized based on a case by case determination related to the student's educational limitation pursuant to state and federal non-discrimination laws.
6. Legally Mandated Courses (Title 5, Section 55040(b)(8)): Students are allowed to repeat a course when the repetition is necessary to enable students to meet a legally mandated training requirement as a condition of volunteer or paid employment. Students can repeat such courses any number of times, even if they received a grade of C or better; however, the grade and credit earned by the student each time will be included in calculations of the student's grade point average.
7. Significant Change in Industry or Licensure Standards (Title 5, Section 55040(b)(9)): Students may petition the district to repeat a course as a result of a significant change in industry or licensure standards such that repetition of the course is necessary for

employment or licensure. Students can repeat such courses any number of times, even if they received a grade of C or better; however, the grade and credit earned by the student each time will be included in calculations of the student's grade point average.

Active Participatory Course Limitations – Course Families

Prior to fall 2013, students were able to repeat active participatory courses in the areas of Art, Dance, Theatre, Music, and Physical Education (PE). However, as of fall 2013, all active participatory courses are non-repeatable and can only be taken one time subject to the limitations set forth in Title 5, Section 55040(c).

While students will not, in most cases, be allowed to repeat active participatory courses, they will still be allowed to enroll in a series of active participatory courses that are related in content (commonly referred to as a family of courses) a maximum of four times within the district. This limitation does not contain a grandfather clause and includes courses taken both before and after fall 2013. Therefore, if a student has reached the maximum four enrollments within a family, regardless of grade or W, then he/she cannot enroll in any course within the family again within the El Camino Community College District.

A family of courses may include more than four courses, but students are limited to a maximum of four courses in any family. All grades, including Ws, will count toward the four-course enrollment limitation and for computing the grade point average (GPA). Students can repeat Art, Dance, Drama, Music, and PE courses that are included in Families of Courses in which a D, F, or NP grade was earned or a W was assigned; however, all enrollments count toward the four-enrollment maximum for each family of courses.

Physical Education Program Course Families

Cardiorespiratory Training Family	PE 2 – Walking for Fitness
	PE 245 – Water Aerobics
	PE 254 – Aerobic Fitness
	PE 404 – Adapted Cardiovascular Fitness
Combatives Family	PE 18 - Boxing
	PE 220 - Naginata: A Japanese Martial Art
	PE 221 - Defense Tactics
Cross Training Family	PE 3 - Boot Camp Fitness Training
	PE 10 - Body Conditioning and Physical Fitness
	PE 400 - Adapted Fitness
Individual Sport Family	PE 208 - Bowling
	PE 224 - Golf
	PE 244 - Springboard Diving
	PE 407 - Adapted Bowling
Lifeguard Family	PE 247 - Lifeguard Training
	PE 248 - Water Safety Instructor

Outdoor Fitness Adventure Family	PE 47 - Introduction to Indoor Rock Climbing
	PE 250 - Techniques of Surfboard Riding
Racquet Sports Family	PE 204 - Badminton
	PE 251 - Tennis
Resistance Training Family	PE 54- Weight Training
	PE 259 - Circuit Training
	PE 401 - Adapted Strength Training
Swimming Family	PE 240 - Beginning Swimming
	PE 241 - Intermediate/Advanced Swimming
	PE 249 - Fitness for Swimming
	PE 402 - Adapted Swimming and Hydroexercise
Team Sports Family	PE 4 - Basketball
	PE 7 - Baseball
	PE 74 - Soccer
	PE 233 - Pep Squad
	PE 234ab - Pep Squad and Cheer Competition
	PE 253 - Volleyball
Yoga Family	PE 257 - Yoga for Health and Fitness
	PE 258 - Power Vinyasa Yoga
	PE 409 - Adapted Yoga

Art, Dance, Music, and Theatre Program Course Families

Art Program Course Families

Ceramics Family	Art 161 – Beginning Ceramics
	Art 262 – Intermediate Ceramics
	Art 263 – Advanced Ceramics
Drawing Family	Art 110 – Drawing Fundamentals I
	Art 210 – Drawing Fundamentals II
Figure Painting Family	Art 224 – Life Painting I
	Art 225 – Life Painting II
Jewelry Family	Art 173 – Introduction to Jewelry and Metalsmithing
	Art 274 – Jewelry Fabrication
	Art 275 – Jewelry Casting
Life Drawing Family	Art 217 – Life Drawing I
	Art 218 – Life Drawing II
Painting Family	Art 222 – Fundamentals of Painting I
	Art 223 – Fundamentals of Painting II
Printmaking Family	Art 187 – Printmaking I: Etching, Relief and Lithography

	Art 288 – Printmaking II: Etching, Relief and Lithography
	Art 289 – Silkscreen/Lithography
Sculpture Family	Art 181 – Beginning Sculpture
	Art 282 – Life Sculpture
Two-Dimensional Design Family	Art 130 – Two-Dimensional Design I
	Art 230 – Two-Dimensional Design II
Watercolor Family	Art 219 – Water Color Painting I
	Art 220 – Water Color Painting II

Dance Program Course Families

Ballet Family	Dance 120A – Ballet I
	Dance 120B – Ballet Technique I
	Dance 220A – Ballet II
	Dance 220B – Ballet Technique II
	Dance 221 – Ballet Variations
Choreography Family	Dance 171A – Beginning Choreography A
	Dance 171B – Beginning Choreography B
	Dance 271A – Intermediate Choreography A
	Dance 271B – Intermediate Choreography B
Jazz Dance Family	Dance 140 – Jazz Dance I
	Dance 240 – Jazz Dance II
Modern Dance Family	Dance 130A – Modern Dance Technique I
	Dance 130B – Modern Dance Technique I
	Dance 230A – Modern Dance Technique II
	Dance 230B – Modern Dance Technique II
Social Dance Family	Dance 167 – Social and Ballroom Dance
	Dance 168 – Latin Social Dance
	Dance 268 – Intermediate Latin Social Dance
Tap Dance Family	Dance 161 – Tap Dance I – Beginning
	Dance 261 – Tap Dance II - Intermediate
World Dance Family	Dance 164 – World Dance
	Dance 165 – African Dance
	Dance 265 – Intermediate African Dance

Music Program Course Families

Audition Preparation Family	Music 232 – Advanced Piano
	Music 290 – Intermediate Applied Music/Private Lessons

Beginning Instrument Family	Music 143 – Beginning Woodwind Instruments
	Music 144 – Beginning Brass Instruments
	Music 145 – Beginning Percussion Instruments
	Music 146 – Beginning String Instruments
Choral Ensemble Family	Music 151abcd – Mixed Chorus
	Music 152abcd – Concert Choir
	Music 253abcd – Chorale
	Music 257abcd – Women’s Chorus
Guitar Family	Music 147A – Beginning Guitar
	Music 147B – Beginning Guitar II
	Music 247 – Intermediate Guitar
Jazz Large Ensemble Family	Music 266abcd – Big Band Jazz
	Music 267abcd – Jazz Band
Large Ensemble Family	Music 265abcd – Symphonic Band
	Music 268abcd – Symphonic Orchestra
Piano Family	Music 131A – Beginning Piano I
	Music 131B – Beginning Piano II
	Music 231A – Intermediate Piano I
	Music 231B – Intermediate Piano II
Small Ensembles Family	Music 260abcd – Woodwind Ensembles
	Music 261abcd – Brass Ensembles
	Music 262abcd – Percussion Ensembles
	Music 263abcd – Clarinet Choir
Voice Family	Music 120 – Voice Class I
	Music 220 – Voice Class II
	Music 221 – Introduction to Lyric Diction for Singers

Theatre Program Course Families

Acting Family	Theatre 113 – Introduction to Acting
	Theatre 114 – Fundamentals of Acting
	Theatre 214A – Intermediate Acting
	Theatre 217 – Acting Shakespeare