New TITLE 5 Changes:
Repetition and Withdrawal

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November 2, 2011
New limit of 3 attempts to take the same course

- New Title 5 regulations on credit course repeats and withdrawals now limit the number of times a student can enroll in a credit course to no more than 3 attempts, with some exceptions.

- Students who drop or are excluded after the last day to drop without a grade of “W” will have a “W” appear on their transcript. The “W” will count as an attempt for that course.
New limit of 3 attempts to take the same course

- Students will not be allowed to register for any course within the LACCD if there are 3 recorded attempts for that same course.

- From the effective date of this new regulation (October 12, 2011) all credit course repeats and withdrawals in a student’s enrollment history will be counted towards the new limit, regardless of when they took the course.

- Blocks on students who have had 3 attempts will go into effect in summer 2012.
New limit of 3 attempts to take the same course

- The new limit of 3 attempts to take the same course considers both grades and non-evaluative symbols on a transcript (see below).

- Students will not be allowed to register for any course within the LACCD if there are 3 recorded attempts for that course in any combination of “W”, “D”, “F”, Incomplete or “I”, “NC” or “NP” grades.

- Add permits for a course within the LACCD will not be processed if there are 3 recorded attempts for that course in any combination of “W”, “D”, “F”, Incomplete or “I”, “NC” or “NP” grades.
Census active students who drop prior to a “W”

- Cannot be claimed for state apportionment

- In fall of this year, the LACCD processed 21,000 drops or the equivalent of almost 2700 FTE.

- Note: It appears that we will have to begin consulting changing the no penalty drop date or risk losing a large dollar amount of apportionment beginning summer of 2012.
Are there any exceptions?

- Students may petition for a fourth enrollment in cases of extenuating circumstances (e.g. fire, flood, or other extraordinary conditions).

- Military withdrawals are not counted toward the 3 attempts.

- Student section transfers within the same subject area are also not counted toward the 3 attempts.

- Student may withdraw from a course due to discriminatory treatment or retaliation for alleging discriminatory treatment and the W will not be included on the student’s academic record.
What should students do if they think they are near the limit?

- Meet with a counselor to discuss how these new regulations affect them.
- Make sure they are prepared to succeed in the class.
- Don’t take a “W” unless they absolutely need to.
What are colleges expected to do to assist students?

- Communicate the new regulations in the schedule of classes and catalog including the criteria for which a student can withdraw and the procedures for withdrawing.

- Follow the board policy that must include provisions for intervening in cases of multiple withdrawals.

- Note: The Matriculation Coordinators are working on revising E-69 to comply with this provision.
Current Title 5 Regulations on Repetitions that everyone should know
A course for which a grade of “A”, “B”, “C”, “CR”, or “P” was earned may be repeated under the following circumstances (see Board rule 6701.20):

- **Legally mandated training** - a student may repeat a course when course repetition is necessary to enable a student to meet a legally mandated training requirement as a condition of volunteer or paid employment. There is no limit to the number of times a student can repeat a legally mandated training course. (5 CCR 55041.)

- **Significant lapse of time** - a student may repeat any course for which there has been a significant lapse of time (i.e. years have passed since the student originally took the class and the district has defined and published a significant lapse of time requirement). (5 CCR 55043.)
Repetition of Courses in Which a Satisfactory Grade Was Recorded

- **Extenuating circumstances** - a student may repeat a course regardless of the grade (substandard or passing) upon a finding of extenuating circumstances that justifies a repetition such as fire, flood or other extraordinary circumstances (See Board rule 6701.20; 5 CCR 55045.)

- **Disability related accommodation** - a student with a disability may repeat a special class for students with disabilities any number of times, based on an individualized determination that such a repetition is required as a disability-related accommodation for that particular student (See Board rule 6701.20; 5 CCR 56029, 5 CCR 58161.)
Repetition of Courses in Which a Satisfactory Grade Was Recorded

- **Course content has changed** - A student may repeat a course where the course content differs each time it is offered to enhance the skills and proficiencies of the student (See E-103; 5 CCR 55041.)

- **Activity course** – a course where the student meets the course objective by repeating a similar primary educational activity and the student gains an expanded educational experience each time the course is repeated. Students may repeat (not to exceed 3 repeats). (See E-103; 5 CCR 55041.)