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. The college will make every effort to notify students who have completed 25 units, or more, of pre-collegiate basic skills courses, of their status and of campus resources available to support their academic progress.

The college catalog shall include a clear statement of the limited applicability of basic skills coursework toward fulfilling degree requirements and the exemptions that apply to this limitation.

I. PRE-COLLEGIATE BASIC SKILLS COURSES

Courses that have been identified as remedial/pre-collegiate basic skills courses are identified in the college catalog by the course numbering system of 300-399. The college catalog 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 English as a Second Language program;

2. Students who have been identified by the college as having a learning disability as defined in Title 5 Section 56036; and

3. Students transferring from other colleges/universities will not have remedial coursework from their prior institutions counted as part of the remedial limitation.

II. NOTIFICATION

A student who has completed 25 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 college Counseling or DSP&S department. 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 be “blocked” from enrolling in any additional remedial courses. Information will also be provided
to the student about their ability to submit a Basic Skills Waiver form, as well as information about the dismissal process.

III. WAIVER OF THE LIMITATION OF BASIC SKILLS 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 college Academic Appeals Committee for a waiver of the limitation of basic skills coursework. The following procedure will be used to process the waiver form:

1. The student obtains the Basic Skills Waiver form in the Office of Admissions and Records.
2. The student completes the form and submits it to a counselor in the Counseling Office.
3. The counselor reviews the form, records his or her recommendation on the form, and forwards the form to the Academic Appeals Committee for action.

The student will receive a response, in writing, indicating the granting/denial of the waiver. If the waiver is granted, the student will be informed of the specified period of time and/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.

IV. REMEDIAL DISMISSAL

A student who does not attain full eligibility status for degree appropriate work within the 30 unit limit shall, unless he or she has been granted a waiver of the limitation of basic skills 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.

V. RE-ADMISSION FROM REMEDIAL DISMISSAL STATUS

A student may, upon successful completion of appropriate remedial coursework or upon a discipline-approved demonstration of skill levels that will reasonably assure success in degree appropriate coursework, submit an Academic Appeals Petition or a written letter requesting to be reinstated. The petition or letter is to be filed with the college Director of Admissions and Records for action by the Academic Appeals Committee.

Reference:
Title 5 Section 55035, 56036, and 55756.6