

LAKE TAHOE COMMUNITY COLLEGE

REGULATION 3.16

Board Policy Manual Section 3.16 Course Repetition

Significant Lapse of Time

When special circumstances justify a need for recent course completion, the district may allow a student to repeat a course due to a significant lapse of time. The district will assess the circumstances on a case-by-case basis upon petition of the student. If the district determines that the petition is justifiable and in compliance with state regulations, the district may, but is not required to, grant an additional repeat.

To be eligible to petition due to significant lapse of time, students should meet the general guidelines below.

- A significant amount of time (usually five years or more) must have elapsed since the student previously completed the course.
- Auditing the course would not provide the student with the needed instruction, training, or skill development.
- Recent completion is necessary for one of the following reasons:
 - The student is required to meet a recency prerequisite for a course or program at LTCC.
 - The student intends to transfer to another institution of higher education which has established a recency requirement which the student will not be able to satisfy without repeating the course in question.
 - The student is required to have recent completion due to requirements of an employer, certifying agency, or other entity.

When a course is repeated due to significant lapse of time, the previous grade will be disregarded in computing the student's GPA. The student's permanent academic record shall be annotated in such a manner that all course work and grades remain legible.

THIS PAGE IS BLANK