



Academic Senate – March 7, 2024 – 2nd Reading - APPROVED

VICTOR VALLEY COMMUNITY
COLLEGE DISTRICT

ADMINISTRATIVE PROCEDURE
Chapter 4, Instruction

AP 4222 Remedial Coursework

Limitation of Remedial Coursework

Title 5 establishes a limit of 30 units of remedial coursework that may be completed by a student, unless qualifying for an exemption. Courses identified as “Basic Skills” in the College Catalog are included in the category of remedial coursework.

Students having exhausted the unit limitation shall be dismissed and shall be referred to an appropriate adult noncredit education program.

Students enrolled in the English as a Second Language (ESL) program, students with identified learning disabilities, and students who have completed remedial courses at other institutions are exempt from this policy.

Students who show significant, measurable progress toward the development of skills appropriate to his or her enrollment in college-level courses may request a waiver of the limitation on remedial coursework. If granted, the waiver will be given for specified periods of time or for specified numbers of units.

The College will make every effort to notify students who have completed 20 units, or more, of pre-collegiate basic skills courses, of their status, and of campus resources available to support their academic progress.

The District shall maximize the probability that a student will enter and complete transfer-level coursework in English and mathematics within a one-year timeframe of the student’s initial attempt in the discipline. For a student with a declared academic goal, the transfer-level coursework shall satisfy the English and mathematics courses course requirements of the intended certificate or associate degree, or a requirement for transfer within the intended major, within a one-year timeframe of their initial attempt in the discipline.

The District shall not recommend or require students to enroll in pretransfer-level English or mathematics coursework unless the student is highly unlikely to succeed in a transfer-level English or mathematics course based on their high school grade point average and coursework and the enrollment in pretransfer-level coursework will improve the student’s probability of completing transfer-level coursework in English and mathematics within a one-year timeframe or, for credit English as a Second Language course students, completing transfer-level coursework in English within a three-year timeframe.

The District shall use, in the placement and enrollment of students into English and mathematics courses, one or more of the following measures: high school coursework, high school grades, and high school grade point average. When using multiple measures, the District shall apply multiple measures in the placement and enrollment of all students in such a manner that all of the following occur: (1) low performance on one measure shall be offset by a higher performance on another measure; (2) multiple measures shall be used to increase a student’s placement recommendation and shall not be used to lower it; (3) any

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one measure may demonstrate a student’s preparedness for transfer-level coursework; (4) the multiple measures placement shall not require students to repeat coursework that they successfully completed in high school or college or for which they demonstrated competency through other methods of credit for prior learning; and (5) the multiple measures placement gives students access to a transfer-level course that will satisfy a requirement for the intended certificate or associate degree, or a requirement for transfer within the intended major.

If the District places and enrolls students into transfer-level mathematics or English coursework that does not satisfy a requirement for the student’s intended certificate or associate degree, or a requirement for transfer within the intended major, the Dean of Student Services shall determine that (1) the student is highly unlikely to succeed in a transfer-level English or mathematics course that satisfies a requirement for the intended certificate or associate degree, or a requirement for transfer within the intended major and (2) the enrollment will improve the student’s probability of completing transfer-level mathematics or English coursework that satisfies a requirement for the intended certificate or associate degree, or a requirement for transfer within the intended major, within a one-year timeframe.

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The District may require a student to enroll in additional concurrent support, including additional language support for English as a Second Language students, during the same term that they take a transfer-level English or mathematics course, but only if the Dean of Student Services determines the support will increase the student’s likelihood of passing the transfer-level English or mathematics course.

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Pre-Collegiate Basic Skills Courses

Courses which have been identified as remedial/pre-collegiate basic skills courses are identified in the College Catalog as “Basic Skills”. This document 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 district as having a learning disability;
3. Students transferring from other colleges/universities will not have remedial coursework from their prior institutions counted as part of the remedial limitation.

Notification

A student who has completed 20 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 Counseling and ACCESS departments. Information about the action and dismissal process will be included in the notification, including information identifying campus resources and referrals.



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AP 4222 Remedial Coursework

Upon completion of 30 units in remedial courses a student shall be notified that he/she will automatically be dropped from any additional remedial courses. Information will also be provided to the student about their ability to request a waiver of the limitation of remedial coursework, as well as information about the dismissal process.

Students who have exhausted the unit limitation will be referred to an appropriate adult noncredit education program.

Waiver of the Limitation of Remedial 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 Petition Committee for a waiver of the limitation of remedial coursework. The student will receive a response, in writing, indicating the granting/denial of the petition. If the petition is granted, the student will be informed of the specified period of time 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.

The Petitions Committee is granted the authority to issue Remedial Semester Unit Limitation waivers.

Remedial Dismissal

A student who does not attain full eligibility status for degree appropriate work within the 30 unit limit shall, unless provided with a waiver of the limitation of remedial 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.

Re-Admission from Remedial Dismissal Status

A student may, upon successful completion of appropriate remedial coursework or upon demonstration of skill levels which will reasonably assure success in degree appropriate coursework, petition to be reinstated. The petition is to be filed with the Dean, Counseling for action by the Petitions Committee.

The College Catalog shall include a clear statement of the limited applicability of remedial coursework toward fulfilling degree requirements and any exemptions that may apply to this limitation.

References:

- [Education Code Section 78213;](#)
- [Title 5 Section 55035;](#)
- [ACCJC Accreditation Standard II.A.4](#)
- ~~[Education Code Section 78213;](#)~~



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[Title 5 Section 55035, 55756.6](#)
[ACCJC Accreditation Standard](#)
[H.A.4](#)

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