

**LOS ANGELES COMMUNITY COLLEGES
OFFICE OF THE CHANCELLOR
ADMINISTRATIVE REGULATIONS**

INDEX NUMBER: E-103

REFERENCE: Education Code, section 58161(c),
Title 5, C.C.R., section 55040, and
55041

TOPIC: Repeatable Courses

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INITIATED BY:
Educational Support Services Division

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Revised all sections
Revised all sections

DATES OF CHANGES:
6-4-10
4-10-12

Course Repetition

As stated in Title 5, California Code of Regulations—Sections 51861, 55040 and 55041, students may repeat courses (not to exceed three repeats) if the course has been identified in the catalog as repeatable and the student has not attempted the course more times than allowed.

State law also allows a student to repeat certain activity, performance, and skills courses as stated below:

1. **Legally mandated training requirement:** Courses that are necessary to meet legally mandated training requirements as a condition of continued paid or volunteer employment may be repeated for credit any number of times. Students must document that course repetition is necessary to complete legally mandated training and provide such documentation prior to enrollment.
2. **Content differs each time the course is offered:** Courses where content changes each time must be clearly noted in the course outline of record how that content changes each time. Examples include:
 - Applied courses such as production and studio courses may also fall under the activity category where skills are enhanced through supervised repetition.
 - Courses where theory is applied may also fall under the category of content changing each time. Examples of these types of courses are poetry writing, creative writing, or conversational Spanish.
 - Courses involving directed study, field work, special topics, or current events.
 - Theory courses should not be repeatable.
3. **Activity courses:** Courses that are activity courses where the students meets course objectives by repeating a similar primary educational activity and the student gains an expanded educational experience each time the course is repeated for one of the following reasons: (A) skills or proficiencies are enhanced by supervised repetition and practice within class periods; or (B) active participatory experience in individual study or group assignments is the basic means by which learning objectives are attained. Examples of activity courses that qualify as repeatable courses include but are not limited to the following: physical education courses or visual or performing arts courses in music, fine arts, theater, dance, or career technical education courses. Foreign language and ESL courses are not considered “activity courses”.

Non-Degree Applicable Basic Skills Courses

Non-degree applicable basic skills courses are not repeatable.

Limits on Repetition

When several levels of courses which consist of similar educational activities exist, the repetition limitation (a maximum of three repeats) applies to all levels of such courses that involve a similar primary educational activity regardless of whether the repetitions reflect multiple enrollments in a single course or in multiple courses involving the same primary activity. For example, a student can take any combination of three repeats within golf, even if taking multiple levels of golf (beginning, intermediate and pro golf).

Visual or performing arts courses in music, fine arts, theater, or dance, which are part of a sequence of transfer courses, are not subject to this specific limitation. For example, a student can repeat Piano 1, Piano 2 and Piano 3, not to exceed three repeats, as long as each course is established as part of a sequence required for transfer into a baccalaureate major.