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San Bernardino Community College District  
**Administrative Procedure**  
Chapter 4 – Academic Affairs

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**AP 4104 CONTRACT EDUCATION**

**NOTE:** *This procedure is **legally advised**.*

The District may contract for instructional classes to be offered at the request of public or private agencies or groups.

**NOTE:** *The District may insert local practice here, which should include:*

- *Development, review, approval, and evaluation processes and criteria*
- *Criteria for and limits on contracts, including differentiation of courses for which state support is sought and those for which it is not.*
- *Ratification of contract by Governing Board.*

**Reference:** Title 5 Section 55170

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**NOTE:** *The **red ink** signifies language that is **legally advised** and recommended by the Policy and Procedure Service and its legal counsel (Liebert Cassidy Whitmore).*

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**Approved:**

30 **COMMENTS**

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BP or AP #	Representative group	COMMENT	RESPONSE

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33 **Legal Citation for AP 4104**

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36 **Title 5 Section 55170**

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Cal. Admin. Code tit. 5 Section 55170

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TITLE 5. EDUCATION

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DIVISION 6. CALIFORNIA COMMUNITY COLLEGES

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CHAPTER 6. CURRICULUM AND INSTRUCTION

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SUBCHAPTER 1. PROGRAMS, COURSES AND CLASSES

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ARTICLE 2. APPROVAL OF COURSES, PROGRAMS AND CLASSES

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**s 55170. Contract Classes.**

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(a) Notwithstanding subdivision (c) of section 55000, "contract classes" means those classes which a community college district offers in fulfillment of a contract with a public or private agency, corporation, association, or other body or person.

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(b) No approval of a contract class is required if the district does not claim state support for the class and if the legislation which authorizes that class does not require approval. If the district claims state support for a contract class, approval of the class shall be obtained in the manner provided for classes of the same type, as provided in this article. Approval of the contract shall be obtained in the manner provided for by law.

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Note: Authority cited: Sections 66700 and 70901, Education Code. Reference: Sections 8092, 70902 and Article 1.5 (commencing with Section 78020) of Chapter 1, Part 48, Education Code.

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