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Chapter Lead Nohemy Ornelas:
Chapter 3(CC),4&5
Policy Area Chapter 4
Academic Affairs
References 10+1, CCLC |
Legally Required

AP 4222 Remedial Coursework

A. Course Definition

Remedial coursework refers to non - degree, pre - collegiate, basic skills offered for college credit to include reading, writing, computation, learning skills, study skills, and English as a Second Language designed to ensure acquisition of those skills necessary for successful completion of associate degree, transfer, and occupational courses. A student's need for remedial coursework shall be determined using appropriate assessment instruments, methods, or procedures, and in accordance with state guidelines and regulations.

B. Remedial English or Mathematics Coursework

1. **Intention:** The primary goal is to ensure that students enter and complete transfer-level coursework in English and mathematics within one year of their initial attempt in the discipline. This coursework should align with the requirements of the student's intended certificate or associate degree, or the requirements for transfer within their intended major.
2. **Placement Measures:** The District shall use measures, such as high school coursework, grades, grade point average, or self-placement for placing students into English and mathematics courses. High school transcript data shall be used as the primary means for determining placement in English and mathematics courses. For students who have not graduated from high school, or for high school graduates unable to provide self-reported high school information, the District may use guided placement or self-placement. When multiple measures are used, they should be applied in a way that compensates for low performance on one measure with higher performance on another. The District shall not recommend or require students to enroll in pretransfer-level English or mathematics coursework.
3. **Avoiding Redundant Coursework:** The District 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.

4. If the District places and enrolls students into transfer-level course sequences, composed of no more than two transfer-level courses, that prepare students for the first STEM calculus course, the counselor shall determine that (1) the student is highly unlikely to succeed in the first STEM calculus course without the additional transfer-level preparation, (2) the enrollment will improve the student's probability of completing the first STEM calculus course, and (3) the enrollment will improve the student's persistence to and completion of the second calculus course in the STEM program, if a second calculus course is required.
5. Students who have not graduated from a United States high school or been issued a high school equivalency certificate, students enrolled in a certificate program without English or mathematics requirements, students enrolled in a noncredit English as a Second Language course who have not graduated from a United States high school or been issued a high school equivalency certificate, students with documented disabilities in educational assistance classes who are otherwise not able to benefit from general college classes, students enrolled in adult education programs who have not graduated from a United States high school or been issued a high school equivalency certificate, students enrolled in adult education programs who are enrolled in coursework other than mathematics or English, current high school students in dual enrollment or taking courses not available in their local high school are exempt from the limitations of this procedure..

C. Waivers

A student who shows significant, measurable progress toward the development of skills appropriate to enrollment in college-level courses may apply for a waiver of the 30-unit limit through the college petitions process. A waiver shall be subject to the following conditions:

1. A student must have been continuously enrolled and have completed at least 24 units of remedial coursework with a grade of C or better.
2. A petition for waiver must have the recommendation of a college counselor.
3. Additional remedial coursework shall be specified in a course list prepared by a college counselor.
4. Additional coursework shall be limited to two additional courses above the 30-unit limit not to exceed eight units.
5. Any coursework approved through the waiver process shall be completed within the semester that immediately follows the reaching of the 30-unit limit.
6. A grade of P (pass) constitutes satisfactory progress.

D. Academic Probation, Dismissal

A student enrolled in remedial coursework is subject to the District standards for academic probation and/or dismissal. In addition, a student who does not attain full eligibility status for college-level work within the 30-unit limit described above shall, unless provided with a waiver, be dismissed and referred to adult noncredit education courses. Students enrolled in remedial coursework shall be notified of unsuccessful progress through the regular college counseling and advising process.

E. Reinstatement

A student may, upon successful completion of appropriate remedial coursework elsewhere, or

upon demonstration of skills levels that will reasonably assure success in college-level courses, request reinstatement to proceed with college-level coursework by filing a petition with the Vice-President of Student Services.

F. **College Catalog**

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

Reference:

Education Code Section 78212.5 and 78213;
Title 5 Section 55035; and
ACCJC Accreditation Standard 2

Attachments

- [AP 4222 Remedial Courseworks - Comments](#)
- [AP 4222 Remedial Courseworks - Legal Citations](#)
- [AP4222 -OLD.pdf](#)
- [Legal Update 33 Overview Rev. 10-25-18.docx](#)

Approval Signatures

Step Description	Approver	Date
Approved per Level 3 process in AP 2410	Brooke Quinones: HR Admin	11/2025