

2023 - 2024 Catalog Addendum Summary/Table of Contents

This catalog addendum should be used by students and staff along with the existing 2023-2024 Catalog of Rights. Please download the most current PDF of the [Catalog Addendum](#) from the Addendum web page to ensure accuracy when reviewing the catalog. The Addendum for previous years can be found on the archive pages for that corresponding year.

Students are strongly encouraged to seek advice from the [Counseling Center](#). Additional information and publications will be made available to students throughout the year as appropriate.

Subject	Date	Change Type	Addendum Page(s)
Cañada College AA/AS Degree Requirements 2023-2024, Basic Competency Requirement - English.	09/13/23	Correction	II - III
Approved Courses: Communication Studies AA-T 2.0	08/13/23	Added	IV
Courses: Spanish 220 Spanish for Heritage Speakers I (Replaces SPAN 150)	08/09/23	Correction	V - VI
Courses: Spanish 230 Spanish for Heritage Speakers 2 (Replaces SPAN 152)	08/09/23	Correction	V - VI
Cañada College CSU General Education Requirements 2023-2024 (Area E1: BIOL 133 removed)	10/19/23	Removed	VII
Courses: "Math Competency" removed from AA/AS Degree Requirements on the following courses: BIOL 225, CHEM 210, CIS 262, ENGR 100, ENGR 111, ENGR 210, ENGR 215, ENGR 230, ENGR 260, PHYS 210, PHYS 250, PHYS 260, PHYS 270, PSYC 205, and SOCI 205	10/25/23	Removed	N/A
Courses: BIOL 133: Emerging Infectious Diseases - Transfer CSU/UC	11/21/23	Added	N/A
Defense Language Proficiency Test (DLPT)	01/17/24	Update	VIII
Course Repetition: Language & Audit Policy (BP 6.31)	02/15/24	Update	IX - X
Course Repetition (Spanish): Regulaciones sobre Repetición de Curso de SMCCD	03/06/24	Update	XI - XII





Cañada College AA/AS Degree Requirements 2023-2024

The requirements may be followed throughout the course of study as long as students attend college at least one semester each academic calendar. If there is a break in attendance, students must meet the graduation requirements listed in the catalog of the academic year that studies resume.

Legend	C = Completed	IP = In-Progress	P = Planned
Graduating with an Associate Degree in Arts (AA) or Associate Degree in Science (AS) requires 60 degree applicable units that must include the following:	C	IP	P
1. Residence: A minimum of 12 units must be completed at Cañada College	C	IP	P
2. Scholarship: <ul style="list-style-type: none"> • A 2.0 grade point average is required for all degree applicable coursework taken within the San Mateo County Community College District and all incoming degree applicable coursework taken outside the District. • All courses in the major must be completed with a grade of "C" or Pass or better (2.0) 	C	IP	P
3. Basic Competency Requirement: Competency requirements exist for the areas of English (Reading and Writing), and Mathematics. Students must demonstrate competency according to the following in each of the areas in order to be eligible for the A.A. or A.S. degree. <p>English (Reading and Writing): Satisfy one or more of the following requirements</p> <ul style="list-style-type: none"> • Satisfactory Completion of ENGL 100 (Reading and Composition) or ENGL 105 (Intensive Composition and Reading) with a grade of "C" or better; or • Score of 3, 4, or 5 on one of the following College Board Advanced Placement Tests (AP): English Language and Composition, English Literature and Composition <p>Mathematics/Quantitative Reasoning:</p> <ul style="list-style-type: none"> • Successful completion of a math course at or above the level of Intermediate Algebra with a grade of C or better (or Pass), OR • Successful completion of BUS. 113, BUS. 115 (CSM), BUS. 123 (CSM, SKY), PSYC 121 (CSM) or PSYC 171 (SKY) with a grade of C or better (or Pass). 	C	IP	P
4. Physical Education: Two activity courses in PE (Kinesiology) are required. However, this requirement may be waived for students in the following categories: <ol style="list-style-type: none"> 1. The Physical Education area is waived for students who have received an associates or bachelor's degree from a regionally accredited institution. Please see accepted college/university accreditation: https://smccd.edu/transcript/accepted-accreditation.php 2. Veterans who have completed Basic Training and submitted their Joint Services Transcript (JST) 3. Persons excused for medical reasons 	C	IP	P
5. Major: <ul style="list-style-type: none"> • A minimum of 18 units in a discipline or related disciplines as specified by the appropriate division. • A grade point average of 2.0 in the major is required. All classes applied to the major (core and selectives) must receive a grade of "C" or Pass or better. Some programs may require courses to be taken for a letter grade only. Please review your program's specific major requirements for possible exceptions. For additional information on the use of Pass/No Pass classes to satisfy degree requirements, please refer to the Pass/No Pass Grading Option information found in the Grades and Academic Standards section of the catalog. • Either 12 units or fifty percent of the units required for the major, whichever is fewer, must be completed at Cañada College. 	C	IP	P
6. General Electives: Additional courses to meet the minimum 60 units degree requirement (non-degree applicable courses do not meet this requirement).	C	IP	P
7. General Education: 22 units required - General Education courses introduce the student to areas of study that develop breadth of knowledge and contribute to a balanced education. <p style="text-align: center;">See General Education (GE) Areas A through F listed on the next page.</p>	C	IP	P



Cañada College AA/AS Degree Requirements 2023-2024

Cañada College AA/AS Degree Requirements 2023-2024 (Continued)
General Education Requirements for an AA/AS Degree

Legend		C = Completed	IP = In-Progress	P = Planned				
GE Area A: English Language Communication and Critical Thinking				6 units Required		C	IP	P
				3 units from A2 and 3 units from A1 or A3				
A1: Oral Communication Requirement:		COMM 110, 127, 130, 140		• Other: _____				
A2: Written Communication Requirement:		ENGL 100, 105		• Other: _____				
A3: Critical Thinking Requirement:		BUS.113, ENGL110,165 PHIL 103, 200 PLSC 103 MATH 125, 130, 145, 150, 200, 225, 241, 243, 251, 252, 253, 270, 275		• Other: _____				
GE Area B: Scientific Inquiry and Quantitative Reasoning				4 units Required		C	IP	P
One course required from any of the following areas: B1 or B2. Must include one lab course (indicated by *)								
B1: Physical Science:		ASTR 100 CHEM 114*, 192*, 210*, 220*, 231*, 232*, 410* ENVS 115 GEOG 100 GEOL 100, 121* METE 100 OCEN 100 PHYS 114*, 210*, 220*, 250*, 260*, 270*, 405		• Other: _____				
B2: Life Science:		ANTH 125 BIOL 100, 110*, 130, 225*, 230*, 240*, 250*, 260* ENVS 115 GEOL 121* OCEN 100		• Other: _____				
B3: Lab courses: The following courses are stand-alone lab courses that must be taken concurrently or after successfully completed the corresponding lecture course.								
		ANTH 126 ASTR 101 BIOL 132 ENVS 101 GEOG 101 GEOL 101 OCEN 101		• Other: _____				
GE Area C: Arts and Humanities				3 units Required		C	IP	P
C1 Arts:		ART 101, 102, 103, 104, 105, 114, 116, 118, 131, 250, 306 DANC 100 DRAM 101, 140, 150, 160, 200, 233, 300.4 ETHN 288 FASH 150 INTD 150, 151 LIT. 441, 442 MUS. 100, 202, 210, 215, 240, 250, 260, 271, 275		• Other: _____				
C2 Humanities:		DRAM 151 ENGL 110, 161, 164 ECE. 191 ETHN 105, 107, 265 HIST 100, 101, 104, 106, 201, 202, 245, 246, 247 LIT. 151, 200, 205, 231, 232, 252, 266, 371, 372, 373, 375, 441, 442 PHIL 100, 160, 175, 190, 240, 300, 312 SPAN 110, 120, 121, 122, 131, 132, 140, 145, 162, 220, 230		• Other: _____				
GE Area D: Social Sciences				3 units Required		C	IP	P
Social institutions:		ANTH 110, 200, 351 BUS. 100, 101 COMM 150, 180 ECE. 201, 212 ECON 100, 102, 230 ENGL 200 ETHN 103, 105, 107, 108, 109 GEOG 110, 150 HIST 100, 101, 104, 106, 201, 202, 245, 246, 247, 422 LING 200 PLSC 130, 150, 170, 210, 310 PSYC 100, 106, 200, 205, 300, 340, 410 SOC 100, 105, 141, 205		• Other: _____				
GE Area E: Lifelong Learning and Self Development				3 units Required (max. 2 units from E2)		C	IP	P
Up to 3 units of course work in Area E may be applied towards completion of General Education requirements, or students may select additional 3 units of General Education from Areas A-D above.								
E1:		BIOL 310 CRER 137 ECE. 201 HSCI 100, 116 KINE 101, 105, 109 PSYC 200, 340						
E2: (Physical Education activity courses – maximum of 2 units may apply to General Education requirements):								
		AQUA 127.1, 127.2, 127.3, 127.4, 133.1, 135.1 DANC 115.1, 115.2, 115.3, 115.4, 117.1, 117.2, 117.3, 117.4, 121.1, 121.2, 121.3, 121.4, 125.1, 125.2, 125.3, 125.4, 130.1, 130.2, 130.3, 130.4, 140.1, 140.2, 140.3, 140.4, 150.1, 150.2, 150.3, 150.4, 151.1, 151.2, 151.3, 151.4, 161.1, 161.2, 161.3, 161.4, 220, 350.1, 350.2, 350.3, 350.4, 400.1, 400.2, 400.3, 400.4 FITN 112, 117, 118, 119, 122, 128.1, 128.2, 152, 153, 154, 210, 227.1, 227.2, 227.3, 227.4, 235, 301.1, 301.2, 301.3, 304.1, 304.2, 304.3, 304.4; 308.1, 332.1, 332.2; 334.1, 334.2, 334.3, 334.4; 335.1, 335.2, 335.3, 335.4 INDV 121.1, 121.2, 160.1, 160.2, 160.3, 160.4; 251.1, 251.2, 251.3, 251.4 TEAM 105, 111.1, 111.2, 111.3, 111.4; 132.1, 132.2, 132.3; 141.1, 141.2, 141.3, 141.4; 148.1, 148.2, 148.3, 148.4, 171.1, 171.2, 171.3, 171.4; 183, 184, 185, 186, 187 VARS 104, 114, 140, 154, 160, 170, 300, 340, 350, 400		• Other: _____				
GE Area F: Ethnic Studies				3 units Required		C	IP	P
		ETHN 103, 105, 107, 108, 109, 265, 288		• Other: _____				

Note: Although a course may be listed in more than one area, a student may use a course to satisfy only one subject area.

“• Other” indicates if area requirement is met by other means such as completing a course at another accredited institution, or by AP/IB/CLEP





AA-T Communication Studies 2.0

Communication studies 2.0 explores how and why we communicate. Students study the ways we use communication techniques and technologies to shape identities and ideas. They explore a variety of communication contexts, from intimate relationships, to public address, to small group interactions, to how we govern ourselves, and examine the many ways communication shapes us. Graduates will transfer with an understanding of communication theory and demonstrate proficiency in communication skills such as speaking in public, evaluating diverse points of view, producing evidence-based arguments, and communicating across cultures. Students are required to have a grade of "C (or "P")" or better in each course in the major to apply these courses to the AS-T degree. The AS-T degree also requires the completion of 60 transfer semester units, a minimum overall grade point average of 2.0, and completion of the CSU GE-breadth or IGETC.

Career Opportunities

Communication skills are essential in both work and social settings. Oral and written communication skills are at the top of the list of qualities that employers look for in job candidates. Career opportunities for the program graduate includes the following careers: Advertising Executive, Business Executive, Communication Specialist, Consultant, Employee Relations Representative, Film Editor, Human Resource Administrator, Impression Management Specialist, Journalist, Media Consultant, Newscaster, Professor, Public Relations Representative, Publications, Radio Programmer, Sales Representative, Speech Writer, Teacher, Technical Writer, Television Producer, Trainer, Writer.

Program Learning Outcomes

Students completing this program will be able to:

1. Analyze social science concepts and theories
2. Evaluate diverse viewpoints related to the human experience.
3. Produce evidence-based arguments.

AA-T Degree Requirements

Major: Core and Selective Requirements

Complete Core Courses, 6 units

Units

COMM 110	Public Speaking	3 units
COMM 130	Interpersonal Communication	3 units

Selective Courses, choose a minimum of 12 units from the following:

List A, choose a minimum of 9 units from the following:

Units

COMM 127	Argumentation and Debate	3 units
COMM 140	Small Group Communication	3 units
COMM 150	Intercultural Communication	3 units
COMM 180	Introduction to Communication Studies	3 units

List B, choose a minimum of 3 units from the following:

Units

Any List A course not used above.		3 units
ANTH 110	Cultural Anthropology	3 units
ENGL 110	Composition, Literature, and Critical Thinking	3 units
ENGL 165	Advanced Composition	3 units
PSYC 100	General Psychology	3 units
SOCI 100	Introduction to Sociology	3 units
Any CSU transferable Communication Studies course		3 units

General Education - certified completion of one of the following:

- California State University General Education-Breadth pattern (CSU GE Breadth),
- **OR**
- Intersegmental General Education Transfer Curriculum (IGETC/CSU) pattern

Elective courses: If applicable, additional courses to meet the minimum 60 CSU transferable units requirement.

Please refer to Associate Degree for Transfer (ADT) Requirements for more information.



AA Spanish

The Spanish department offers classes at a variety of levels, from beginner to literature. There are classes for students of Spanish as a foreign language, as well as classes specifically designed for native Spanish speakers. In addition to improving students' linguistic abilities, all courses include discussion of aspects of the culture of Spanish speakers.

The ability to speak another language is an important advantage in today's world. In particular, given the demographics in California, knowledge of Spanish is a plus in many occupations and may be a requirement for certain positions.

Career Opportunities

Spanish majors may go on to become bilingual teachers or teachers of Spanish, translators or interpreters. A working knowledge of Spanish is a valuable skill for those wishing to pursue careers in business, international relations, social work, health services, education and tourism. Given the demographics in California, knowledge of Spanish is a plus, and may be a requirement, in occupations that involve communication with Spanish-speakers.

Program Learning Outcomes

Students completing this program will be able to:

1. Compare and contrast cultural elements from Spanish speaking countries with their own culture, both within the Latino culture in the United States and American culture in general.
2. Produce and understand oral and written communication at an Advanced High level, as defined by the ACTFL.
3. Recognize their own errors and self-correct in order to improve accuracy in Spanish grammar and spelling.
4. Compare and contrast cultural aspects of Spanish-speaking countries, including art, music, history, socio-economic and political realities.

AA Degree Requirements

Major: Core and Selective Requirements

Complete Core Courses, 8 or 9 units*

*** For native speakers of Spanish: complete Core Courses, 8 units**

		Units
SPAN 220	Spanish for Heritage Speakers I	4 units
SPAN 230	Spanish for Heritage Speakers II	4 units

*** For non-native speakers of Spanish: complete Core Courses, 9 units**

		Units
SPAN 131	Intermediate Spanish I	3 units
SPAN 132	Intermediate Spanish II	3 units
SPAN 140	Advanced Intermediate Spanish	3 units

Selective Courses, choose a minimum of 12 units from the following:

		Units
ENGL 200	Introduction to Linguistics: A Survey of Language	3 units
OR		
LING 200	Introduction to Linguistics: A Survey of Language	3 units
HIST 246	History of Latinos in the U.S.	3 units
OR		
HIST 422	Modern Latin America	3 units
LIT. 371	Mexican-American Literature	3 units
OR		
LIT. 372	Myth and Folklore of La Raza	3 units
OR		
LIT. 373	Latin American Literature in Translation	3 units
DRAM 160	Latin American Theatre	3 units
MUS. 240	Music of the Americas	3 units
SPAN 110	Elementary Spanish	5 units
OR		
SPAN 111	Elementary Spanish I	3 units
AND		
SPAN 112	Elementary Spanish II	3 units
SPAN 120	Advanced Elementary Spanish	5 units
OR		
SPAN 121	Advanced Elementary Spanish I	3 units
AND		
SPAN 122	Advanced Elementary Spanish II	3 units
SPAN 140	Advanced Intermediate Spanish	3 units
SPAN 145	Spanish Conversation through Film	3 units
SPAN 162	Latino Literature II	3 units
SPAN 220	Spanish for Heritage Speakers I	4 units
SPAN 230	Spanish for Heritage Speakers II	4 units





Any language other than ENGL or SPAN	3 - 10 units
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And required General Education coursework and electives as needed to meet the minimum 60 units required for the Associate degree.

SPAN 220 Spanish for Heritage Speakers I

SPAN 220 SPANISH FOR HERITAGE SPEAKERS I

Designed primarily for Spanish speaking students who are comfortable with oral communication. Course includes vocabulary development, grammar, spelling and accents, registers, dialectal variation, cultural readings and introduction to Spanish language literature of South America, Spain, and Latinos in the United States. Emphasis on increasing understanding and appreciation for diverse Spanish speaking cultures. Class conducted entirely in Spanish. Formerly offered as SPAN 150. *Grade Option (Letter Grade or Pass/No Pass). Degree Credit.*

Units: 4

Hours/semester: 64-72 Lecture; 128-144 Homework

AA/AS Degree Requirements: Area C2

Transfer Credit: CSU (CSU GE Area C2), UC (IGETC Area 3B; Area 6A)

C-ID: SPAN 220

SPAN 230 Spanish for Heritage Speakers II

SPAN 230 SPANISH FOR HERITAGE SPEAKERS II

Designed primarily for Spanish speaking students who are comfortable with oral communication. Course includes vocabulary development, grammar, spelling and accents, registers, dialectal variation, cultural readings and introduction to Spanish language literature of the Americas. Emphasis on increasing understanding and appreciation for diverse Spanish speaking cultures. Class conducted entirely in Spanish. Formerly offered as SPAN 152. *Grade Option (Letter Grade or Pass/No Pass). Degree Credit.*

Units: 4

Hours/semester: 64-72 Lecture; 128-144 Homework

Prerequisites: SPAN 220

AA/AS Degree Requirements: Area C2

Transfer Credit: CSU (CSU GE Area C2), UC (IGETC Area 3B; Area 6A)

C-ID: SPAN 230





CSU General Education Requirements 2023-2024

The following is a general education pattern for California State University (CSU) which can be fully or partially certified upon successful completion of courses. Full certification indicates that the lower division general education courses are complete. Students must request the certification with their final transcript or once courses are complete, online via WebSMART.

Legend		C = Completed	IP = In-Progress	P = Planned				
Area A: English Language Communication and Critical Thinking				9 units Required		C	IP	P
One course required from each section in area A								
A1 Oral Communication:	COMM 110, 127, 130, 140	• Other: _____						
A2 Written Communication:	ENGL100, 105	• Other: _____						
A3 Critical Thinking:	ENGL110, 165 PHIL 103, 200 PLSC 103	• Other: _____						
Area B: Scientific Inquiry and Quantitative Reasoning				9 units Required		C	IP	P
One course from Physical Science, one from Life Science, and one from Math Concepts. Also must include one lab course from B3 or any course indicated by an *								
B1 Physical Science:	ASTR 100 CHEM 114*, 192*, 210*, 220*, 231*, 232*, 410* ENVS 115 GEOG 100 GEOL 100, 121* METE 100 OCEN 100 PHYS 114*, 210*, 220*, 250*, 260*, 270*, 405	• Other: _____						
B2 Life Science:	ANTH 125 BIOL 100, 110*, 130, 133, 225*, 230*, 240*, 250*, 260* ENVS 115 GEOL 121* OCEN 100	• Other: _____						
B3 LAB: These courses meet the lab requirement, but they must be taken concurrently or after completing the corresponding lecture course. Courses with () meet area B3 Lab requirements.								
	ANTH 126 ASTR 101 BIOL 132 ENVS 101 GEOG 101 GEOL 101 OCEN 101	• Other: _____						
B4 Math Concept:	BUS. 113, MATH 125, 130, 145, 150, 200, 225, 241, 243, 251, 252, 253, 270, 275	• Other: _____						
Area C: Arts and Humanities				9 units Required		C	IP	P
Choose at least one course from the Arts and at least one course from the Humanities. Courses must be from at least two disciplines.								
C1 Arts:	ART 101, 102, 103, 104, 105, 114, 116, 118, 131, 250, 306 DANC 100 DRAM 101, 140, 150, 160, 200, 233, 300.4 ETHN 288 FASH 150, INTD 150, 151 LIT.441, 442 MUS. 100, 202, 210, 215, 240, 250, 260, 271, 275	• Other: _____						
C2 Humanities:	DRAM 151 ENGL 110, 161, 164 ECE. 191 ETHN 105, 107, 265 HIST 100, 101, 104, 106, 201, 202, 245, 246, 247 LIT. 151, 200, 205, 231, 232, 252, 266, 371, 372, 373, 375, 441, 442 PHIL 100, 175, 160, 190, 240, 300, 312 SPAN 110, 120, 121, 122, 131, 132, 140, 145, 162, 220, 230	• Other: _____						
Area D: Social Sciences				6 units Required		C	IP	P
Choose two courses from this area.								
Social institutions: ANTH 110, 200, 351 BUS. 100, 101 COMM 150, 180 ECE. 201, 212 ECON 100, 102, 230 ENGL 200 ETHN 103, 105, 107, 108, 109 GEOG 110, 150 HIST 100, 101, 104, 106, 201, 202, 245, 246, 247, 422 LING 200 PLSC 130, 150, 170, 210, 310 PSYC 100, 106, 200, 205, 300, 340, 410 SOCI 100, 105, 141, 205								
AH&I: CSU Graduation Requirement – (NOT required to certify CSU GE) U.S. History, Constitution, and American Ideals: Complete courses to cover US 1 (History), US 2 (Constitution) and US 3 (State and Local Government); some courses cover two areas.								
US-1: ECON 230 ETHN 105, 107 HIST 201, 202, 245 US-2: HIST 201, 202 PLSC 210 US-3: PLSC 210, 310								
Courses used to satisfy this requirement may also be applied to CSU GE requirements in Area C2, D, or F if applicable.								
NOTE: Course approvals for this requirement may vary between SMCCCD Colleges. If you are planning to register for a course to complete this area at another campus, please consult their CSU GE pattern and meet with a counselor. • Other: _____								
Area E: Lifelong Learning & Self Development				3 units Required (max. 2 units from E2)		C	IP	P
E1: BIOL 310 CRER 137 ECE. 201 HSCI 100, 116 KINE 101, 105, 109 PSYC 200, 340								
E2: AQUA 127.1, 127.2, 127.3, 127.4, 133.1, 135.1 DANC 115.1, 115.2, 115.3, 115.4, 117.1, 117.2, 117.3, 117.4, 121.1, 121.2, 121.3, 121.4, 125.1, 125.2, 125.3, 125.4, 130.1, 130.2, 130.3, 130.4, 140.1, 140.2, 140.3, 140.4, 150.1, 150.2, 150.3, 150.4, 151.1, 151.2, 151.3, 151.4, 161.1, 161.2, 161.3, 161.4, 220, 350.1, 350.2, 350.3, 350.4, 400.1, 400.2, 400.3, 400.4 FITN 112, 117, 118, 119, 122, 128.1, 128.2, 152, 153, 154, 210, 227.1, 227.2, 227.3, 227.4, 235, 301.1, 301.2, 301.3, 304.1, 304.2, 304.3, 304.4; 308.1, 332.1, 332.2; 334.1, 334.2, 334.3, 334.4; 335.1, 335.2, 335.3, 335.4 INDV 121.1, 121.2, 160.1, 160.2, 160.3, 160.4; 251.1, 251.2, 251.3, 251.4 TEAM 105, 111.1, 111.2, 111.3, 111.4; 132.1, 132.2, 132.3; 141.1, 141.2, 141.3, 141.4; 148.1, 148.2, 148.3, 148.4, 171.1, 171.2, 171.3, 171.4; 183, 184, 185, 186, 187								
VARS 104, 114, 140, 154, 160, 170, 300, 340, 350, 400 • Other: _____								
GE Area F: Ethnic Studies				3 units Required		C	IP	P
ETHN 103, 105, 107, 108, 109, 265, 288 • Other: _____								





Defense Language Proficiency Test (DLPT)

San Mateo County Community College District may award three units (semester) in CSU GE Breadth Area C2 (Humanities); or 3 units for the associate degree general education Area C2 (Humanities) at Skyline College and Cañada College, or Area E5C (Humanities) at College of San Mateo; utilizing credit recommendations from the [American Council on Education \(ACE\)](#).

Please Note: This policy does not award units towards the IGETC (Inter-Segmental General Education Transfer Curriculum) or Cal-GETC (California General Education Transfer Curriculum).

Students who attended DLIFLC and completed a DLPT Exam can request an official [Defense Language Institute Foreign Language \(DLIFLC\) Transcripts](#).

If you did not attend DLIFLC but took a DLPT Exam, you can use your Joint Services Transcript (JST) if your DLPT scores are listed, or you can request your DLPT Score Report by completing a [DLIFLC FORM 420](#).



Course Repetition

Course Repetition Definition

A “course repetition” occurs when a student attempts a course and receives an evaluative or non-evaluative symbol for the course (i.e., A, A-, B+, B, B-, C+, C, D+, D, D-, F, W, P/NP, CR/ NC, RD, I) and wishes to enroll again in the same course. Course repetition includes the following components. (Title 5 Section 55040)

Course Repetition To Alleviate Substandard Work

A student who has earned a substandard grade (D+, D, D-, F, NP, NC) may repeat the course to improve the grade. A student may attempt a course a maximum of three times. To alleviate substandard work, a “course attempt” occurs when a student receives an evaluative or non-evaluative symbol for the course (D+, D, D-, or F or W or NP/NC). All course attempts in a student’s academic record count toward this enrollment limitation. The first or first and second substandard grades and units are excluded in computing the student’s GPA. The grade and units for the third or final attempt are included in the student’s GPA. (Title 5 Section 55042)

Course Repetition as a Result of a Withdrawal

A “W” counts as a course attempt. A student may attempt a course a maximum of three times. All course attempts in a student’s academic record count toward this enrollment limitation.

A Student Earning a Satisfactory Grade May Not Enroll in The Same Course Again Unless One of The Following Exceptions Applies

- **Significant Lapse of Time.** A student may enroll for one additional attempt if he/she successfully completed the course and a significant lapse of time of more than 36 months has occurred since the student was awarded a grade in the course AND the district has established a recency prerequisite for the course or an institution of higher education to which the student seeks to transfer has established a recency requirement that applies to the course. (Example: Biology 250 was completed with a grade of C in Fall 2020. In Fall 2023 the student is preparing to apply to a nursing program that requires Biology 250 to be completed within the last three years. The student is eligible to repeat the course in Spring 2024 with documentation of the recency requirement.) The grade and units from the first course completion will be disregarded in computing the GPA. (Title 5 Section 55043)
- **Extenuating Circumstances.** A student may enroll for one additional attempt only if documentable extenuating circumstances exist that match the

dates of the course for the previous enrollment. Examples of extenuating circumstances are natural disaster, accident, illness, or other extraordinary documentable experience beyond the student’s control. (Title 5 Section 55045)

- **Students with Disabilities Repeating a Special Class.** A student with a verifiable disability may repeat a special class for students with disabilities any number of times based on achieving progress in the class and an individualized determination that such repetition is required as a disability-related accommodation for that student. (Title 5 Section 55040)
- **Legally Mandated Course.** A student may repeat a course determined to be legally mandated and required by statute or regulation as a condition of paid or volunteer employment or licensure. A student must provide evidence that the course is legally mandated or that licensure standards require course repetition. Such courses may be repeated for credit any number of times. (Title 5 Section 55000).
- **Occupational Work Experience.** A student may enroll multiple times up to 16 units of credit in cooperative work experience education.
- **Variable Unit Courses.** A student may enroll in a variable unit course as many times as necessary to complete one time the entire curriculum and unit value of the course. However, a student may not repeat any portion of a variable unit course that has already be completed and evaluated. It is not necessary to submit this form to repeat a course under this circumstance as your registration is not blocked and you may enroll in the remaining unit value not yet attempted. (Title 5 Section 55044).

Courses Related in Content

Course Attempts within Subject Families. District policy limits enrollment of students in courses that are active participatory courses in physical education/kinesiology, and visual or performing arts. In this regard, the colleges have established “families” of similar educational activities.

Kinesiology activity courses and some visual and performing arts have established “families” and are subject to enrollment limitations. Although a course cannot be repeated, a student may attempt up to four courses in a subject “family.” Some subject families offer more than four courses but a student may enroll in a maximum of four courses within a family.

All course attempts in a student’s academic history count toward this enrollment limitation within a “family” of courses. This limitation applies even if the student receives





a substandard grade or a “W.” Enrollment limitations are monitored district wide for a subject “family.”

New students are advised to enroll in the beginning level of a course family and be placed by their instructor upon assessment. Continuing students who have previously taken a course within a family must progress to the next level. For a list of Kinesiology and Dance “families” go to the College Catalog under Course Descriptions/Kinesiology. (Title 5 Section 55040)

Repeatable Courses – Three Types of Courses May Be Designated as Repeatable

These courses are identified as repeatable in the college catalog (Title 5 Section 55041).

- **Intercollegiate Athletics.** Courses in which student athletes enroll to participate in an organized sport sponsored by the district or a conditioning course which supports the organized competitive sport may be designated as repeatable. (Title 5 Section 55040/55041)
- **Intercollegiate Academic or Vocational Competition.** Competition Courses that are specifically for participation in non-athletic competitive events between students from different colleges may be designated as repeatable. The course must be tied to the student’s participation in the competition. The event must be sanctioned by a formal collegiate or industry governing body.
- **Required by CSU or UC For Completion of Bachelor’s Degree.** Repetition of the course is required by CSU or UC for completion of the bachelor’s degree. Courses are limited to four attempts and this enrollment limitation applies even if the student receives a substandard grade or a “W.” (Title 5 Section 55041)

Audit Policy (BP 6.31)

The SMCCCD allows auditing of courses with the exception of courses in programs that require special preparation and/or programs where admission is on a limited basis. Enrollment as an auditor is a manual process and must be completed at the Office of Admissions and Records within the week after the close of the late registration period.

A student may audit a course only under the following circumstances.

- The student must have previously enrolled for credit for the maximum number of times allowed for a particular course.
- The instructor of record of the course must approve the enrollment as an auditor. An instructor is not required to take auditors.
- The student must be in academic good standing to audit any course.

- If the course is a variable unit class, the student must enroll as an auditor for the maximum number of units available.
- The student must enroll as an auditor by completing and submitting the Audit Course Request immediately following the published late registration period and pay the auditing fee.



Regulaciones sobre Repetición de Curso de SMCCD

Definición de Repetición de Curso

Una 'repetición de curso' ocurre cuando un estudiante toma un curso y recibe un símbolo evaluativo o no-evaluativo para el curso (i.e., A, A-, B+, B, B-, C+, C, D+, D, D-, F, W, P/ NP, CR/NC, RD, I) y querría registrarse en el mismo curso. La repetición de curso incluye los componentes siguientes (Título 5, Sección 55040)

Repetición de Curso para Mitigar Tarea Deficiente

Un estudiante quien ha sacado una nota deficiente (D+, D, D-, F, NP, NC) puede repetir el curso para mejorar la nota. Un estudiante puede tomar el curso un máximo de tres veces. Para mitigar tarea deficiente, un 'intento de curso' ocurre cuando un estudiante recibe un símbolo evaluativo o no-evaluativo para el curso (D+, D, D-, o F o W o NP/NC). Todos los intentos de curso del registro académico del estudiante cuentan a esta limitación de matriculación. La primera o la primera y la segunda nota y unidades deficientes son exentas cuando se computa el GPA del estudiante. La nota y las unidades por el tercer o último intento son incluidas en el GPA del estudiante. (Título 5 Sección 55042)

Repetición de Curso como Resultado de una Retirada

Una 'W' (una retirada) cuenta como un intento de curso. Un estudiante puede tomar un curso un máximo de tres veces. Todos los intentos del registro académico del estudiante cuentan a esta limitación de matriculación.

Un estudiante que gana una nota satisfactoria es prohibido de tomar el mismo curso de nuevo a menos que aplique una de las siguientes excepciones:

Falta Significante de Tiempo. Un estudiante puede registrarse por un intento adicional si ya completó el curso con éxito y una falta de tiempo significativa de más de 36 meses ya pasó desde que el estudiante recibió una nota en el curso Y el Distrito ya estableció un requisito de cumplimiento reciente para el curso o una institución de educación alta adonde el estudiante quería transferirse ya estableció un requisito de cumplimiento reciente que aplica al curso. (Ejemplo: Biología 250 fue completado con una nota de C en Otoño de 2020. En Otoño de 2023 el estudiante se prepara para llenar una solicitud al programa de enfermería que requiere que se cumpla Biología 250 en los tres años precedentes. El estudiante es elegible repetir el curso en la Primavera de 2024 con documentación del requisito de cumplimiento reciente.) La nota y las unidades del primer cumplimiento del curso no serán contadas en la computación del GPA. (Título 5 Sección 55043)

Circunstancias Atenuantes. Un estudiante puede registrarse por sólo un intento adicional si existen circunstancias atenuantes documentadas que coinciden con las fechas del intento anterior del curso. Unos ejemplos de circunstancias atenuantes son un desastre natural, accidente, enfermedad, u otra experiencia extraordinaria documentable fuera del control del estudiante.

Estudiantes con Discapacidades que Repiten un Curso Especial. Un estudiante con una discapacidad verificable puede repetir un curso especial para estudiantes con discapacidades cualquier número de veces basado en lograr progreso en el curso y una determinación individual que tal repetición es requerida como una acomodación de discapacidad para el estudiante. (Título 5 Sección 55040)

Curso Bajo Mandato Legal. Un estudiante puede repetir un curso que es determinado ser bajo mandato legal y requerido por estatuto o regulación como una condición de empleo o licencia pagada o de voluntario. Es necesario que el estudiante provea prueba que el curso sea bajo mandato legal o que los estándares de licencia requieran una repetición de curso. Tales cursos pueden ser repetidos por crédito sin límites de intentos. (Título 5 Sección 55000)

Experiencia de Trabajo Ocupacional (CCOP). Un estudiante puede registrarse a un máximo de 16 unidades de crédito en educación de experiencia de trabajo cooperativo.

Cursos de Unidad Variable. Un estudiante puede inscribirse en un curso de unidad variable tantas veces como sea necesario para completar todo el plan de estudios y el valor unitario del curso una vez. Sin embargo, un estudiante no puede repetir ninguna parte de un curso de unidad variable que ya haya sido completado y evaluado. No es necesario enviar este formulario para repetir un curso bajo esta circunstancia ya que su registro no está bloqueado y puede inscribirse en el valor unitario restante que aún no ha intentado. (Título 5 Sección 55044)

Cursos Relacionados en Contenido

Intentos de cursos dentro de familias de sujeto: La política del Distrito limita la matriculación de estudiantes en cursos que son cursos participativos activos en educación física/kinesiología, y las artes interpretativas o visuales. Por eso, los colegios comunitarios ya establecieron 'familias' de actividades educativas similares.

Los cursos de actividad de kinesiología y algunas artes interpretativas o visuales tienen 'familias' establecidos y son sujetas a limitaciones de matriculación. Aunque no se puede repetir un curso, un estudiante puede tomar hasta un máximo de cuatro cursos en una 'familias' de sueto.





Algunas familias de sujeto ofrecen más de cuatro cursos, pero un estudiante puede registrarse en un máximo de cuatro cursos dentro de una familias de sujeto.

Todos los intentos de curso en el registro académico del estudiante cuenta para esta limitación de matriculación dentro de una 'familia' de cursos. Esta limitación se aplica incluso si el estudiante recibe una calificación deficiente o una "W".

Las limitaciones de matriculación son monitorizadas por todo el distrito en un 'familias' de sujeto.

Se recomienda a los nuevos estudiantes que se inscriban en el nivel inicial de una familia de cursos y que su instructor los coloque después de la evaluación. Los estudiantes antiguos quienes ya cumplieron un curso dentro una de las familias deben tomar el próximo nivel. Para una lista de 'familias' de Kinesiología y Baile, favor de leer el Catálogo del Colegio bajo Course Descriptions/Kinesiology. (Título 5 Sección 55040)

Cursos que Se Pueden Repetir – Tres Tipos de Cursos Pueden Ser Repetidos

Estos cursos son identificados como cursos que se pueden repetir en el catálogo del colegio (Título 5 Sección 55041)

- **Atléticos Atléticos Intercolegiales.** Los cursos en que los atletas estudiantiles se registran para participar en un deporte organizado y patrocinado por el Distrito, o un curso de entrenamiento el cual apoya el deporte organizado competitivo pueden ser designados como unos que se pueden repetir.
- **Competición Vocacional o Académica Intercolegial.** Los cursos que son específicamente para participación en eventos competitivos no-atléticos entre estudiantes de universidades y colegios comunitarios pueden ser designados como cursos que se puede repetir. El curso debe ser conectado a la participación del estudiante en la competición. El evento debe ser autorizado por un órgano rector formal universitario o de negocios.
- **Requisito de CSU o UC para Cumplimiento de un Bachillerato.** La repetición del curso es requerido por CSU o UC para cumplimiento del bachillerato. Los cursos son limitados a cuatro intentos y esta limitación de matriculación aplica aunque el estudiante reciba una nota deficiente o un 'W' (una retirada). (Título 5 Sección 55041)

Política de auditoría (BP 6.31)

El SMCCCD permite la auditoría de cursos con excepción de cursos en programas que requieren preparación especial y/ o programas donde la admisión es limitada. La inscripción como auditor es un proceso manual y debese completado en la Oficina de Admisiones y Registros dentro de la semana posterior al cierre del período de inscripción tarde.

Un estudiante puede auditar un curso sólo bajo las siguientes circunstancias.

- El estudiante deberá haberse matriculado previamente para obtener crédito por el número máximo de veces permitidas para un curso en particular.
- El instructor titular del curso deberá aprobar la inscripción como auditor. No es necesario que un instructor acepte auditores.
- El estudiante debe tener buena reputación académica para poder auditar cualquier curso.
- Si el curso es una clase de unidad variable, el estudiante debe inscribirse como auditor por el número máximo de unidades disponibles.
- El estudiante debe inscribirse como auditor completando y enviando la Solicitud de curso de auditoría inmediatamente después del período de inscripción tarder publicado y pagar la tarifa de auditoría.

