



This Petition is for enrollment in the following term:

- Fall Session A (1st 8-week)
- Fall Session B (2nd 8-week)
- Spring Session A (1st 8-week)
- Spring Session B (2nd 8-week)
- Summer Session

PETITION TO REPEAT A COLLEGE CREDIT CLASS

Policy: Course repetition is prohibited by State law as described in California Administrative Code, Title V. However, exceptions are allowed as follows:

- Students who wish to repeat a course in which a substandard grade of "D, F, or NP" was earned may retake the course at any regionally accredited college or university to alleviate the substandard grade earned at Coastline provided the repeated course is equivalent to the one taken at Coastline Community College.
- If the grade earned was A, B, C, or P, a college committee will review the repeat petition for appropriate action based on unusual circumstances. Students must file this petition prior to registration.
- If the grade earned was a D, F, or NP, students may repeat the course one time at Coastline Community College, Orange Coast College or Golden West College without special approval.

Students must submit this "Petition to Repeat a College Credit Course" if they wish to repeat a course for a 3rd time, when the prior grade earned in the course was a D, F, NP, or W, or if unusual circumstances exist.

SUBMIT THE PETITION WELL IN ADVANCE OF THE SEMESTER YOU WISH TO ENROLL IN ORDER TO ACCOMMODATE REGISTRATION DEADLINES.

If you wish to petition to repeat a course for a 3rd time, please complete the following: (PLEASE PRINT LEGIBLY)

Name _____ Student I.D. _____

Address _____

City/State/Zip _____ Phone # _____

List course(s) to be repeated:

	COURSE NAME AND NUMBER	SEMESTER(S) TAKEN	GRADE RECEIVED
1.	_____	_____	_____
2.	_____	_____	_____

Justification for your request: _____

PLEASE NOTE:

Upon completion of the repeated course(s), previously recorded course work will not be removed or otherwise changed on the student's permanent record; however, the student's academic transcript shall be annotated reflecting a re-computed grade point average and omitting the prior unsatisfactory grade(s) of D and/or F.

Date

Student's Signature

Please complete, sign and submit this petition to:

Coastline Community College Military Services
FAX: (714) 241-6270; or Scan and email to mil@coastline.edu

You will receive a response to your Petition in your CCCD-issued email account in MyCCC.

(FOR OFFICE USE ONLY)	ACTION TAKEN: <input type="checkbox"/> Approved <input type="checkbox"/> Disapproved	Date notification issued to student _____
Comments: _____ _____		
Signature _____	Date _____	
<i>Director or Registrar</i>		