
Student Name (Please Print)

Term and Year

Student ID

**REPEAT PETITION
STANDARD/SUBSTANDARD WORK**

TO THE STUDENT: A student who has earned a substandard grade of D, F, and/or NP in a credit course at Taft College may repeat the course two times for the purpose of grade alleviation. A student who has earned a standard grade of A, B, C, and/or P in a credit course at Taft College may petition to repeat the course when certain circumstances apply. W's are counted in attempts for repeat purposes. A student may repeat a course for which standard or substandard work has been recorded by obtaining the written permission of the Registrar, **PRIOR TO THE TIME OF REGISTRATION.**

Courses repeated under this policy will be counted as part of the student's maximum study load. Nothing can conflict with Education Code Section 76224 pertaining to the finality of grades assigned by instructors, or with Title 5 or district procedures relating to retention and destruction of records.

SUBJECT	NUMBER	TERM COURSE TO BE REPEATED:	<input type="checkbox"/> Spring <input type="checkbox"/> Fall <input type="checkbox"/> Summer Year: _____
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LIST BELOW ALL PREVIOUS ENROLLEES IN THIS CLASS

#	TERM	YEAR	GRADE
1			
2 *			
3			
4**			
5			
6			

**** For Substandard Grade Repeats, if this is your third or more attempt at Taft College, you must complete the remainder of this form and receive approval before registering.**

*** For Standard Grade Repeats, if this is your second attempt, you must complete the remainder of this form and receive approval before registering.**

Please check the reason(s) you are retaking the course (**Documentation must be attached on page 3**):

- _____ 1. A student may repeat a non-repeatable course if there has been a significant lapse in time of no less than 36 months and there is a recency prerequisite for a course or program (T5, 55043(a)(1); or, another college in which the student wants to transfer has a recency requirement that is necessary for transfer. T5, 55043(a)(2).
- _____ 2. Institution I am transferring to requires this course to be taken recently (Documentation must be attached)
- _____ 3. The previous grade was the result of extenuating circumstances. Extenuating circumstances are verified cases of accident, illness, or other life changing events beyond the control of the student.
- _____ 4. Course content has changed because of changing technology or principles. Must be able to verify.
- _____ 5. Course repetition is required as a special academic accommodation for a qualified DSPS student (Title V, Section 56029.) The class must have the "Special Class" designation.
- _____ 6. Course repetition is required to meet legally mandated training requirements that are a condition of continued paid or volunteer employment. Documentation is required.
- _____ 7. Other please explain: _____

