



Washtenaw Community College

Course Repeat Limits

Starting with Fall 2009 registration, students who have taken a course twice must seek permission to register for the course again. Here are the highlights:

The Permission Process

- As of Fall 2009 registration, students who have taken a course twice or more must visit a full-time counselor or advisor to seek permission to register for the course again, even if the student has been successful in the course.
- If the counselor approves the repeat, the student will be referred to the appropriate full-time faculty member to seek approval.
- If approved by the faculty member, the student may register as usual.

Registration Error Message

- The *Repeated Course- See Counselor* error message means that the student has taken the class at least twice.
- The student will not be able to register for that course unless approval is granted

The Cost

- As of the fourth time or more that a student takes a course, there may be a \$200 fee (per credit hour) in addition to tuition.

Special Consideration for Continuing Students

- Starting with Fall 2009 registration, students who have taken a course more than twice will have their next registration for the course count as their third time for purposes of the Repeat Course Fee. No fee would be charged for this “third” time. The fee starts with the fourth time.

Exempt Courses

- PEA 115, all noncredit continuing education courses, courses numbered 189, 289, 174, 274, 164, 264, and courses designated as repeatable to a specified limit in the WCC catalog.

Emeritus Students

- Emeritus students are exempt from the Course Repeat Limits but should call Student Connection at (734) 973-3543 with their name, student number, contact information and the CRN or course and section of any course they wish to repeat.



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Following are the Course Repeat Limits as stated in the 2009-2010 Programs and Services Bulletin:

Course Repeat Limits

Washtenaw Community College acknowledges that the Academic Intervention plan does not effectively address situations where a single course, rather than a complete program of study, has proven difficult for a student to finish successfully. In order to further encourage student success on all levels and to reasonably utilize public resources, the College sets forth the following Course Repeat Limits for all students, both those who are successful in a single course, and those who have not been successful in the course.

1. The student may attempt a course for the first time at their own discretion providing they have met admission and prerequisite requirements.
 2. The student may attempt that course a second time at their own discretion.
 3. For the third attempt, the student must obtain BOTH of the following:
 - a) Recommendation from a full time WCC counselor/advisor; and
 - b) Approval from a full time WCC faculty member from the same academic area as the course.
 4. For any attempt beyond the third attempt, the student must obtain BOTH of the following:
 - a) Recommendation from a full time WCC counselor/advisor; and
 - b) Approval from a full time WCC faculty member from the same academic area as the course.
- AND
- c) May pay a \$200 *per credit hour* Repeat Course Fee (non-refundable) assessed in addition to the normal tuition and fees dictated by the student's residency status. The fee plus tuition represents the actual cost of the class. Financial aid monies may not be used to pay the Repeat Course Fee.

Courses taken as an Auditor, courses withdrawn, and courses with expired incomplete grades count toward the total repeat attempts. Some courses are exempt from the Repeat Course Limits: e.g. PEA 115, all noncredit continuing education courses, courses numbered 189, 289, 174, 274, 164, 264, and courses designated as repeatable to a specified limit in the WCC catalog. Pursuant to the Board of Trustees policy, Emeritus students will not be charged the repeat course fee but will need permission to register for the third attempt and beyond.