

Polk State College District Board of Trustees Rule

Rule Number	Subject	Rule Making Authority	Statutory Reference	SBE Rule Reference	Effective Date
4.29	College Preparatory Instruction	FS 1009.28	FS 1001.64	6A-14-0301 6A-10-0315	1/27/2020

I. Purpose

This document describes Polk State College's policies and standards regarding students repeating developmental education courses, ensuring that these are consistent with those adopted in State rule or policy.

II. Objectives

The objectives of this rule are to define the number of attempts a student may have in any developmental education course in a given skill area, define the fee impact of repeating any specific developmental education course in a given skill area, and define the overall policies and rules regarding repeating developmental education courses.

III. Policy

- A. Enrollment in developmental education credit instruction to remediate deficiencies in skill areas identified by placement testing or other authorized and recognized methods may not extend beyond three attempts in each required course in each identified skill area.
- B. A student who enrolls in the same developmental education course within a skill area beyond the second enrollment is assessed tuition and fees at 100 percent of the full cost of instruction.
- C. A student who fails or withdraws from a class due to extenuating circumstances may appeal to the Petition Committee. The action of the Petition Committee is final.
- D. The College has the authority to reduce fees assessed in situations in which the application of this policy would create undue financial hardship for a student with a documented financial need. Polk State Procedure 5023: *Interpretation of College Regulations* addresses a process for reviewing cases of extenuating circumstances and/or financial hardship on an individual basis.
- E. Each attempt in a developmental education course after the official Add/Drop Period has ended is counted as a semester of enrollment in that specific course without regard to the grade earned or action taken in carrying out this policy.
- F. A student who has failed to remediate deficiencies in any course in any of the identified skill area(s) within three attempts is not permitted to enroll in any additional developmental education or credit coursework requiring competence in the skill area(s) until basic skill mastery equivalent to the placement test score(s) cut-off for such area(s) has been demonstrated.

- G. A student who has exhausted the three-attempts provision is to be informed by Student Services of the options available for developing and demonstrating the mastery level required (cf. Board Rule 4.31: *College Preparatory Alternatives for Career Certificate Applicants*).

History:

Adopted: December 15, 1997

Revised: August 23, 1999; January 22, 2007; March 26, 2012; and January 27, 2020