PROCEDURE NAME: 4.6.12 Foundation Coursework

Reference: Title 5, Section 55756.5

Note: This procedure is required. It addresses the Chaffey Policy: Chapter 4: Academic Affairs.

Purpose: To inform students and staff about foundation (termed “remedial” in Title V) coursework (needs, measurable progress, successful completion, limitations, exemptions, and waiver of limitations).

1. Foundation coursework consists of pre-transfer skills courses.

2. Students’ needs for foundation coursework shall be determined, using appropriate assessment instruments, methods, or procedures.

3. Students shall not receive more than 30 semester units (or 45 quarter units) for foundation coursework. Students who exhaust this unit limitation shall be referred to appropriate adult noncredit education services.

4. Students who successfully complete foundation coursework, or who demonstrate skill levels which assure success in transfer-level courses, may request reinstatement to proceed with transfer-level coursework.

5. Students enrolled in one or more courses of English-as-a-Second Language, and students identified as having a learning disability, are exempt from the limitations of this procedure.

6. The Chaffey College catalog shall include a clear statement of the limited applicability of foundation coursework toward fulfilling degree requirements, and any exemptions that may apply to this limitation.

Approved: 03.06.07