

# HIGH DEMAND COURSE REPEAT RULE

The YVCC *High Demand Course Repeat Rule* was developed to provide students with fair access to high demand classes. It allows students to repeat courses only once in high demand courses. Accordingly, in high demand circumstances, a course can be taken twice (once initially and once repeated). All letter grades earned (A through F) as well as I, V, or W grades will be reported on a student's transcript. This Course Repeat Rule applies to courses with "Wait Lists" and identified by the departments as "High Demand." YVCC departments reserve the right to establish program course repeat rules which may be more stringent than this college-wide High Demand Course Repeat Rule.

## Student Responsibility

It is the student's responsibility to understand and adhere to this and all college policies. Students who are discovered to have violated this policy will be administratively dropped from the "High Demand" course they are attempting to repeat.

## Violations

Students will not receive credit for courses taken in violation of this College High Demand Course Repeat Rule. Related grades will not be used in computing GPAs, and the course will not appear on the student's transcript.

## GPA Applications

All courses taken and all grades earned in compliance with the guidelines of this policy will appear on the student's transcript. The higher grade forgives the lower grade and replaces it in GPA computations. The lower grade(s) will remain on the transcript but will not be used to compute the YVCC cumulative GPA. Grades received in violation of this rule will not be used in GPA computation and will not appear on the student's transcript. A student transferring to another college should check that school's course repeat policy as it may differ from this repeat rule.



Enrollment Services Office  
Deccio Higher Education Center  
PO Box 22520  
Yakima, WA 98907-2520

# YAKIMA VALLEY COMMUNITY COLLEGE



ACADEMIC PROGRESS  
STANDARDS

HIGH DEMAND COURSE  
REPEAT RULE

PREREQUISITE  
POLICY



# ACADEMIC PROGRESS STANDARDS

## Purpose

YVCC is committed to the educational success of students. The college recognizes that individual student success requires a clear educational goal, careful course selections, and a substantial commitment of student time and effort. In support of student success, the college has implemented the "Academic Progress Standards" outlined in this brochure. The college has an obligation to support and require academic progress for enrolled students. This is essential both for the well being of the student and for the responsible management of the public higher education resources.

*Financial aid students must complete all of the credits they were awarded for and earn at least a 2.0 quarterly GPA to remain in satisfactory progress. Please see specific financial aid academic requirements at [www.yvcc.edu/financialaid/](http://www.yvcc.edu/financialaid/) or visit the financial aid office for a printed policy.*

## Determining an Academic Plan

All certificate or degree-seeking students must establish that they are prepared to succeed in their chosen educational program. Upon completion of 30 college-level credits, students who have not declared a program or a major area of study will be required to meet with their advisor, to declare a program or a major and prepare a degree audit.

## Commitment to Academic Goals

Upon completion of 60 credits toward a Transfer Associate Degree or an Associate of Applied Science Degree, students must apply for graduation. Certificate students must apply for graduation one or two quarters prior to graduation, depending on the certificate requirements. This timeline is intended to allow sufficient time for necessary adjustments to a student's course schedule and to better support timely program completion.

Updated: 3/20/15

## Academic Probation

Students will be placed on academic probation when they fail to make satisfactory academic progress in a quarter. Failure to make satisfactory academic progress is when a student's GPA falls below the minimum standard of 2.0 or is assigned 10 or more credits of V grades in one quarter.

*Students placed on academic probation will receive a letter informing them of their probation status and how they can obtain assistance in achieving their educational goals.*

## Academic Suspension

Students who have been placed on academic probation and who fail during the next quarter of attendance to make satisfactory progress shall be suspended for one academic quarter.

*Students placed on academic suspension will be notified by mail and may petition by the deadline stated in their suspension letter. Students who do not petition, or who are denied their petition, will be dropped from their classes (tuition will be refunded, if warranted) and will be blocked from registration until evidence of their degree audit is submitted to the Registration office.*

## Academic Dismissal

Students who return from prior suspension and fail to make satisfactory academic progress in the next quarter attended shall be dismissed from the college, subject to appeal.

*If dismissal is upheld, the student will not be eligible to return until the fourth quarter following the dismissal. Students will be blocked from registration until evidence of their degree audit is submitted to the Registration office.*

Yakima Valley Community College does not discriminate against any person on the basis of race, color, national origin, disability, sex, genetic information, or age in admission, treatment, or participation in its programs, services and activities, or in employment. All inquiries regarding compliance should be directed to the Director of Human Resource Services, YVCC, South 16th Ave. & Nob Hill Blvd., Yakima, WA 98902; or call 509.574.4670.

# PREREQUISITE POLICY

Faculty and staff at YVCC want you to progress towards your academic goals as quickly as possible and be successful! Course prerequisite are requirements that student must meet before they can enroll in a particular course. Courses with prerequisites are identified by "PRQ" in the quarterly class schedule. A student must earn a grade of C (2.0) or better in prerequisite courses, unless otherwise noted, or unless the student received the department chair's written approval of the class or program.

Students are required to complete the prerequisites for a course before they can enroll in that class. As students register for classes, the system will check their student records for prerequisite requirements. If these requirements are found in the record, the student will be registered into the class, but if they are not found, the system will not allow registration for that course.

Find specific course requirements in the college catalog courses section. For information about departmental policies regarding prerequisites, contact the appropriate dean's office.

## QUESTIONS?

Office of Registration & Records  
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Deccio Higher Education Center  
509.574.4700  
Grandview Campus  
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[www.yvcc.edu](http://www.yvcc.edu)