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## CLASS SIZE AND COURSE REPETITION POLICY

Brunswick Community College operates under an open-door admissions policy with respect to qualified students enrolling in classes offered in all programs and divisions of the College. Enrollment in curriculum classes is based on an individual's educational background, test scores, and/or the potential for him/her to benefit from the class or classes as determined by the faculty, staff, and administration.

### Class Size

In setting appropriate class enrollments for programs/courses for effective and efficient operations, Brunswick Community College considers the following criteria: student needs; certification requirements; course subject matter; time and location; facilities; special equipment requirements; funding sources; and economic feasibility. The Vice President of Academic and Student Affairs will ensure that registration numbers are sufficient for a class to operate effectively and efficiently.

### Course Repetition

1. Students may repeat courses for credit in the following circumstances:
  - Courses with an earned grade of C or better may be repeated one time with the permission of the student's faculty advisor and when space is available.
  - Courses with an earned grade of D, F, W, WF, or EA may be repeated a maximum of two times. Developmental courses may be repeated as often as needed.
  - Audit courses may be repeated one time with the permission of the student's faculty advisor.
2. The Course Repetition Policy applies only when students are able to enroll in regularly scheduled courses. The Policy does not guarantee that courses will be available to be repeated.
3. All earned grades will appear on a student's official transcript, but only the highest grade is used in calculating a student's grade point average.
4. Exceptions to the policy must be approved by the Vice President of Academic and Student Affairs.

**Approved by Brunswick Community College Board of Trustees**

**November 16, 1988**

**August 21, 1991**

**October 25, 1997**

**May 17, 2000**

**April 20, 2005**

**June 1, 2009**

**June 28, 2013**