

Academic Affairs  
DRAFT as of 10/21/13

BP 4226 MULTIPLE AND OVERLAPPING ENROLLMENTS

**Reference:**

Title 5 Section 55007

**The Academic Senate leaders expressed concern regarding the clarity of the language and confusion regarding proposed language.**

The Chancellor shall establish procedures to ensure that students may only enroll in two or more sections of the same credit course during the same term if the length of the course provides that the student is not enrolled in more than one section at any given time.

The Chancellor shall establish procedures to ensure that students may only enroll in two or more courses where the meeting times overlap under the conditions specified in Title 5 Section 55007.

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**NOTE:** The **red ink** signifies language that is **legally required** and recommended by the Policy and Procedure Service and its legal counsel. This document was reviewed by the administrative team on April 10, 2013. This document was reviewed by representatives of the Academic Senates on October 21, 2013.

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**Date Adopted:**

*(This is a new policy recommended by the Policy and Procedure Service)*

## Legal Citation for BP 4226

5 CCR § 55007

Cal. Admin. Code tit. 5, § 55007

Title 5. Education

Division 6. California Community Colleges

Chapter 6. Curriculum and Instruction

Subchapter 1. Programs, Courses and Classes

[Article 1.](#) Program, Course and Class Classification and Standards

➔**§ 55007. Multiple and Overlapping Enrollments.**

(a) A community college district may not permit a student to enroll in two or more sections of the same credit course during the same term unless the length of the course is such that a student may enroll in two or more sections of the same course during the same term without being enrolled in more than one section at any given time. Students needing additional instruction in the subject matter while enrolled in a course may be referred for individualized tutoring pursuant to section 58170 or supplemental learning assistance pursuant to sections 58172 and 58164.

(b) A district may not permit a student to enroll in two or more courses where the meeting times for the courses overlap, unless the district has established and incorporated into its attendance accounting procedures adopted pursuant to section 58030 a mechanism for ensuring that the following requirements are satisfied:

(1) the student provides a sound justification, other than mere scheduling convenience, of the need for the overlapping schedule;

(2) an appropriate district official approves the schedule;

(3) the college maintains documentation describing the justification for the overlapping schedule and showing that the student made up the hours of overlap in the course partially or wholly not attended as scheduled at some other time during the same week under the supervision of the instructor of the course.

Note: Authority cited: Sections 66700 and 70901, Education Code.  
Reference: Section 70901, Education Code.