



ADMINISTRATIVE RULE

Approval Date: 07/03/19

Effective Date: 07/03/19

Last Revised:

Rule Number/Name:	040.016.000 – Requisite Requirements
Responsible Department:	Instructional Services
Authority:	Director of Curriculum, Assessment, Strategic Planning & Accreditation

Overview

Describes the fulfillment of prerequisite, corequisite, and prerequisite/concurrent course requirements.

Applicability

Vice president of Instructional Services, Curriculum Committee, instructional administrators, faculty, Student Services and Instructional Services staff.

Administrative Rule Statement

Prerequisite requirement – prior to enrollment in a course with a prerequisite, the student must successfully complete all listed prerequisites.

Corequisite requirement – the student must have simultaneous (in the same term) enrollment in courses listed as corequisite.

Prerequisite/concurrent requirement – the student must have successfully completed or be enrolled simultaneously (in the same term) in the listed prerequisite/concurrent course.

Successful completion is defined as earning a “C” or better. “D,” “F,” or “NP” will not satisfy the prerequisite requirement.

Students who have one of the following degrees from a U.S. regionally accredited institution (A.A., A.S., A.G.S., A.A.S., B.A., B.S., and higher) will have the basic competency in writing (WR 121) waived. Other writing requirements specified by a course or program remain in effect.

Instructors may waive prerequisites on a case-by-case basis. The granting of waivers should be limited to instances in which there is sufficient evidence that the student has the required knowledge and skills to enter and perform at the expected level for the course. A waiver is not meant to be used to accommodate students with scheduling, financial aid, or personal crisis situations, or an instructor’s desire to increase class enrollment.

Definitions



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none

Interpretation of Administrative Rule

Director of Curriculum, Assessment, Strategic Planning & Accreditation

Cross Reference to Related Administrative Rules

none

Further Information

Director of Curriculum, Assessment, Strategic Planning & Accreditation

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Strategic Direction

Core Theme A: Access

Core Theme B: Education

Appendix

1. [Prerequisite Override Form](#)