



Last name: _____ Status: Pending <input type="checkbox"/> , Approved <input type="checkbox"/> , Denied <input type="checkbox"/> Complete: <input type="checkbox"/>
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Prereq Form B, Version 3 5/1/2009

Prerequisite/Corequisite Challenge Form B (long)

For challenges based on external course work only, use Prerequisite Challenge Form A.

This form is for students who HAVE NOT completed a prerequisite/corequisite course and have other grounds to challenge a prerequisite or corequisite. Prior to registering this form must be completed and submitted to the Academic Counseling Department, the Assessment Center, faxed to 805-892-3664 or emailed to prerequisites@sbcc.edu. Decisions will be emailed to your SBCC Pipeline email account.

PRINT OUT AND COMPLETE THIS FORM

Student's Name: _____ **SBCC ID number: K** _____
Prior name (if applicable): _____ *(required)*
Date of birth: ____/____/____ **Today's Date:** ____/____/____ **Term:** _____ *(i.e. Fall 09)*
SBCC Pipeline Email address (required): _____ @pipeline.sbcc.edu *(your pipeline login)*
Phone number: () _____ - _____

I. Challenging a Prerequisite or Corequisite:

A student has the right to challenge a prerequisite or corequisite on the following grounds. It is the student's responsibility to provide compelling evidence to support the challenge. Check the box that apply below to identify the grounds on which you are challenging the prerequisite or corequisite and then complete Section III to explain your circumstances.

- A.** Student has the knowledge or ability to succeed in the course despite not meeting the prerequisite (e.g. student has prior work experience, credit by exam, test scores, license or certification that satisfies the prerequisite, or other criteria identified by the student)
- B.** The prerequisite course has not been made reasonably available.
- C.** The prerequisite is discriminatory or applied in a discriminatory manner.
- D.** The prerequisite is not necessary for success *(for anyone)* in the course.
- E.** The prerequisite approval did not follow SBCC District Policy.

SBCC Course Requiring Prerequisite: _____
(course you want to enroll in, i.e. SPAN 102) (Optional: CRN number (e.g. 31504 located in the schedule of classes))

SBCC Prerequisite Course: _____
(i.e. SPAN 101) located in schedule of classes

II. Procedure for filing a Prerequisite/Corequisite challenge:

1. Complete this Prerequisite/Corequisite Challenge Form. (2 pages).
2. If prerequisite/corequisite was completed by external course work from another school or college, please use **Prerequisite Challenge Form A**.

Continued on next page

3. Include a written summary (Section III) explaining/supporting the basis for your pre-requisite challenge and attach supporting documents where appropriate. **Attach supporting documents** to this form and submit to the Assessment Office (SS 251), the Academic Counseling Center (SS 120) or fax to Transcript Evaluation Office (805) 892.3664 or (805) 560.0591.
4. A decision will be sent to your **SBCC PIPELINE e-mail** account.

Notes:

- Students who file a challenge five working days prior to the first day of the term/semester will be permitted to pre-register for the class when the challenge is received and deemed complete. Students who file less than five (5) working days prior to the first day of the term/semester will not be permitted to pre-enroll in the course until a petition has been adjudicated.
- **An approved petition does not guarantee space in any course.**
- The five day clock begins at 8:00 AM the morning following the submission of the challenge (e.g. submitted form Tuesday at 4:30 PM, the clock will begin Wednesday at 8:00 AM) excluding weekends and holidays.
- If a challenge is denied within the five day period and the student has pre-enrolled in the course requiring the pre-requisite, he or she will be dropped and the enrollment fee for the course will be refunded. Decisions will be made within five working days of filing a complete petition.

III. Write (in pen) or type and attach a statement supporting the basis for your prerequisite or corequisite challenge if challenging on grounds A, B, C or D (“I really need this class...” is not acceptable.)

Attach written summary and attach supporting documentation

On separate piece of paper

- I acknowledge that Santa Barbara City College has determined that this prerequisite or corequisite is necessary for success in the course and that I am taking personal responsibility for my success or failure with or without this prerequisite if this challenge is approved.
- I acknowledge that if my challenge is denied I will be dropped from the class.
- I acknowledge that my external coursework is only being evaluated and applied toward SBCC subject and/or unit credit and for satisfaction of prerequisites, not for transfer purposes. Other institutions are not obligated to accept SBCC subject or unit evaluations of external coursework.

STUDENT SIGNATURE

DATE

SEMESTER

Please return completed form and supporting documents to the SBCC Academic Counseling Center, the Assessment Center, or fax to (805) 892-3664 or email to prerequisites@sbcc.edu

<p>For Transcript Evaluation Office Use ONLY:</p> <p><input type="checkbox"/> Petition received Date: _____</p> <p><input type="checkbox"/> Petition complete Received by: _____</p>	<p>Banner Entry Date: _____</p> <p>Code(s): _____, _____, _____ By: _____</p>
<p>Approved: _____ Denied: _____ Date: _____</p> <p>Dept.: _____ Name: _____</p> <p>Reason: _____</p> <p>_____</p>	<p>Notes:</p> <p>_____</p> <p>_____</p> <p>_____</p>