PREREQUISITE VERIFICATION FORM A

For Prerequisite or Corequisite Clearance requests for students who have successful completion of equivalent coursework from external institutions

For requests without transcripts or based on other criteria, complete Prerequisite Verification Form B

For DEADLINES and INSTRUCTIONS please visit: http://sbcc.edu/prerequisitepolicy/

PLEASE NOTE:
All transcripts for Prerequisite Verifications must be OFFICIAL.
All external prerequisite verification coursework must be completed prior to enrolling in desired coursework

Prior to registration student must:
1. PROOF: Attach or submit evidence of having met the required prerequisite/co-requisite (OFFICIAL transcript providing successful completion in required prerequisite/co-requisite coursework or AP, SAT, EAP or misc. test scores)
2. DEADLINE: Every semester has a deadline to submit a Prerequisite Verification form. It is the students’ responsibility to submit their verification before the posted deadline. If the verification is received after the deadline it will be DENIED, and processed and applied to the following term.
3. SUBMITTING VERIFICATION: Submit form and supporting documents to the SBCC Admissions & Records Office: SS-110, the Assessment Center, by mail or by email to prerequisites@sbcc.edu
4. DECISIONS: All notifications and decisions are emailed to students’ SBCC Pipeline Email account

STUDENT INFORMATION: (Please USE BLACK PEN and PRINT)
Student’s Name: ______________________________________ SBCC ID#: K00 ______ (required)
Today’s Date: _______/_____/______ Term: ___________________ (i.e. Fall 08) Phone: (_____) _______ - ________
Major: ___________________________ SBCC Pipeline Email address (required): __________________________@pipeline.sbcc.edu
(i.e. Nursing)

Please check attached documents:
☒ High school transcript (OFFICIAL ONLY)
☒ College transcript(s) (OFFICIAL ONLY)
☒ AP, SAT, EAP or misc. test scores
☒ I have verified that my OFFICIAL transcripts are on file with SBCC Admissions Office, received: ____________ (date)
☒ Check box if you are submitting English/Math coursework for purposes of an AA/AS degree or for Nursing prerequisites

*IF COURSE INFORMATION IS NOT COMPLETE, FORM WILL NOT BE PROCESSED!

<table>
<thead>
<tr>
<th>Class I want to take at SBCC:</th>
<th>SBCC’s required pre/corequisite:</th>
<th>Name and location of institution where pre/corequisite was completed, approved test type, or health tech credential:</th>
<th>Course title and code/number at previous institution:</th>
<th>Final Grade or test score:</th>
<th>Term Completed:</th>
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<tbody>
<tr>
<td>SPAN 102</td>
<td>SPAN 101</td>
<td>Ventura College, Ventura, CA or AP SPAN</td>
<td>SPAN V01</td>
<td>C or 3</td>
<td>Fall 2008</td>
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I acknowledge that my external coursework is only evaluated and applied toward SBCC subject and/or unit credit and/or for satisfaction of prerequisites, not for transfer purposes.

Other institutions are not obligated to accept SBCC subject or unit evaluations of external coursework.

Signature: ___________________________ Date: __________________________

FOR OFFICE USE ONLY
Decision DATE: ___________ By: ___________
☐: Approved  ☐: Denied  ☐: Need OFFICIAL Transcripts  ☐: More info needed:
Notes: ___________________________________________________________________________________________

Banner Entry Date: ___________________ By: ___________________
Code(s): ___________________________ Course: ___________________
Override: ___________________ Counselor Signature for Test Score Approval: ___________________
Notes: ___________________________________________________________________________________________

Updated TEO: 11/6/15