

Grades & Prerequisites

Prerequisite

Prerequisites to a course are those courses which must have been taken previously as preparation for the course. To enroll in a class that has a prerequisite, students must complete the required preparation prior to enrolling in the course. In some instances, **English and math prerequisites** may be met by attaining eligibility through assessment. All **course prerequisites** listed must be completed with a grade of "C" or better, unless otherwise stated.

Corequisite

To enroll in a course that has a corequisite, the corequisite course must be taken at the same time. In some instances, a corequisite may have been taken previously.

Advisory

An advisory to a course is preparation which is highly recommended by faculty teaching the course. Although students may enroll in a course if they do not possess the advisory skills, they are encouraged to abide by an advisory whenever possible.

Challenging Prerequisites and Corequisites

If students believe that any of the following conditions exist with regard to an existing course prerequisite or corequisite, they may obtain a Petition to Challenge form from the Counseling Office, Assessment Center or Admissions and Records Office in the Student Services Building.

- The prerequisite or corequisite has not been established in accordance with the College's process for establishing prerequisites and corequisites;
- The prerequisite or corequisite is in violation of State Title 5 regulations;

Important Note to Students

To comply with State law, students enrolled in courses with prerequisite requirements will be automatically dropped from any course where those prerequisites have not been completed. This may occur if they were enrolled in the prerequisite course at the time they registered for the current term and failed to complete that course successfully.

Students who are uncertain about their status regarding completion of prerequisite requirements may go to Counseling or to the Advising Center for assistance.

If a student is currently enrolled in the prerequisite course and is not sure of the grade, he or she may:

- 1) Check with the instructor, or
- 2) Go to the appropriate Division Office the first day of the new semester.

Students will receive a letter of notification if they are dropped from any course for this reason.

- The prerequisite or corequisite is either unlawfully discriminatory or is being applied in an unlawfully discriminatory manner;
- The student has the knowledge or ability to succeed in the course or program despite not meeting the prerequisite or corequisite;
- The student will be subject to undue delay in attaining the goal of his or her educational plan because the prerequisite or corequisite course has not been made reasonably available; or
- Such other grounds for challenge as may be established by the District governing board.

Students must provide appropriate documentation when filing a challenge with the appropriate Division office or the Director of Assessment & Matriculation.

Documentation may include, but is not limited to, high school or college transcripts, additional test results, work experience, or an on-campus writing sample.

Prior enrollment in the course does not exempt students from the current prerequisite of that course.

Auditing

Students are not permitted to audit classes. All individuals attending, visiting, participating, sitting in the class must be officially registered in that particular class.

Class Schedule Changes

This *Schedule* represents intended course offerings, teacher assignments, deadlines, and fees as of press date. The College reserves the right to cancel, reschedule, equalize, or combine classes, to change instructors, and modify fees and deadlines where such action is deemed necessary.

Cancelled Classes

Classes that do not attain minimum initial enrollment may be cancelled. **Students enrolled in classes that are subsequently cancelled must complete a Request for Fee Refund form at the Bursar's Office.** They will be permitted to add other classes or given a refund. They will also be entitled to refunds for text(s) purchased if such text(s) have not been marked.

Repeated Courses

Only certain courses may be repeated for credit. Refer to the latest Mt. SAC Catalog regarding the repeatability allowance for specific courses. If a course is repeatable, the course may only be repeated for the number of times indicated.

Beginning with the Fall 1998 semester, courses for which substandard grades of "D," "F," or "No Credit" were earned may be repeated only once. Students will