



# Prerequisite/Corequisite Challenge Form

Golden West College  
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Huntington Beach, CA 92647-0748  
www.goldenwestcollege.edu

This request must be made a minimum of 5 working days prior to the first day of the term.

\_\_\_\_\_  
Last Name                      First Name                      MI                      Student ID                      Date Submitted

\_\_\_\_\_  
Phone Number                      Email                      **Registration Appointment Date/ Time:**

Course I wish to enter:

Prerequisite or Course Requirement I wish to challenge:

## PREREQUISITE/COREQUISITE CHALLENGE

A prerequisite/corequisite challenge requires written documentation, explanation of alternative course work, background or abilities which adequately prepare the student for the course. A *Prerequisite/Corequisite Challenge Form* can be obtained from the Assessment Center or online at [http://www.goldenwestcollege.edu/assessment/pdf/Challenge\\_Form.pdf](http://www.goldenwestcollege.edu/assessment/pdf/Challenge_Form.pdf). Reasons for seeking a *Prerequisite/Corequisite Challenge Form* may include one or more of the following:

Check the box that applies to you:

**1. Challenging the prerequisite/corequisite on the grounds that it has not been made reasonably available.**  
I understand that I must take the challenge form directly to the Director of Admissions and Records or designee who shall determine within 5 working days whether the required course was reasonably available, and if not, shall waive the prerequisite/corequisite for the term.

\_\_\_\_\_  
**Office Receipt Acknowledgement**

**2. Challenging the prerequisite/corequisite on the grounds that it was established in violation of regulation or in violation of the District-approved processes (student documentation is required).**  
I understand that I must take the challenge form directly to the Director of Admissions and Records or designee. My challenge will be reviewed by the Academic Petition Review Committee who shall provide written notification to me within 5 working days of the committee's meeting date.

\_\_\_\_\_  
**Office Receipt Acknowledgement**

**3. The prerequisite/corequisite is discriminatory or applied in a discriminatory manner (student documentation is required).**  
I understand that I must present documented evidence to the Director of Admissions and Records, who will forward my petition to the Golden West College Student Grievance Officer. A review of my challenge will be made and I will receive written notification within 5 working days.

\_\_\_\_\_  
**Office Receipt Acknowledgement**

**4. Challenging the prerequisite/corequisite based on my knowledge or ability to succeed in the course despite not meeting the prerequisite.**  
I understand that I must take this challenge form directly to the Assessment Center who will inform me of the documentation that I must provide to support my request for waiver of the prerequisite/corequisite. I further understand that my request and my supporting documentation will be reviewed by instructors from the appropriate academic area who will provide me with the result of my challenge via email within 5 working days.

\_\_\_\_\_  
**Office Receipt Acknowledgement**

**It is the responsibility of the student to provide compelling evidence to support a *Prerequisite/Corequisite Challenge*.** I acknowledge that Golden West College has determined that this prerequisite/corequisite is necessary for success in the course and that I am taking personal responsibility for succeeding without this prerequisite/corequisite.

Student Signature: \_\_\_\_\_

### FOR OFFICIAL USE ONLY

Faculty Member's Decision:                      **Accept (       )**                      **Deny (       )**

Faculty Signature: \_\_\_\_\_                      **Date:** \_\_\_\_\_

## Prerequisite Course Challenge Form

Student Name: \_\_\_\_\_ Student ID#: \_\_\_\_\_ Phone: \_\_\_\_\_

Student Email: \_\_\_\_\_@student.cccd.edu Alternate Email: \_\_\_\_\_

Course in which student wishes to enroll: \_\_\_\_\_

Prerequisite course student is challenging: \_\_\_\_\_

Registration Appointment: Date: \_\_\_\_\_ Time: \_\_\_\_\_

1. Take this form to Admissions and Records. They will verify your registration appointment date and time by signing here. (Stamp/Signature) \_\_\_\_\_
  2. Attach supporting documentation addressing challenge criteria for the prerequisite course being challenged (available at <http://www.goldenwestcollege.edu/assessment/>) then submit this form to the Assessment Center.
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**(For Office Use Only: Do Not Write Below This Line)**

Assessment Center:

Received: (Date) \_\_\_\_\_ (Time) \_\_\_\_\_

Person receiving: \_\_\_\_\_

Has Student's registration date and time been reached? (Yes) (No)

If yes, list section numbers of desired class currently open: \_\_\_\_\_

\_\_\_\_\_

To which Division Dean will this form be sent? \_\_\_\_\_

By midnight of which date must the results be reported by email? \_\_\_\_\_

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Division Dean:

Challenge Assigned to: \_\_\_\_\_ (Faculty member/IUA)

Faculty Member's Decision: \_\_\_\_\_ Accept \_\_\_\_\_ Deny

Faculty Signature: \_\_\_\_\_ Date: \_\_\_\_\_

Faculty: Please send an email stating your decision to (1) the student (2) Admissions & Records (3) Assessment Center (4) Your Division Office. Return this form to the Assessment Center.

**Student has 5 business days from date on this email to follow given instructions to petition Division Dean for placement in closed sections.**