

Date Submitted: \_\_\_\_\_

Term (check one):

- Fall
- Spring
- Summer

## FULLERTON COLLEGE PREREQUISITE / COREQUISITE CHALLENGE FORM

Last Name: \_\_\_\_\_ First: \_\_\_\_\_ MI: \_\_\_\_\_ Fullerton College ID: \_\_\_\_\_

Address: \_\_\_\_\_ Phone: \_\_\_\_\_

City: \_\_\_\_\_ State: \_\_\_\_\_ Zip: \_\_\_\_\_ email: \_\_\_\_\_

### INSTRUCTIONS

- This form is not to be used for appeals of placement decisions for ESL, English, Reading and Math courses (i.e. after you have taken the assessment test and met with a counselor regarding course placement), if you wish to challenge a placement decision, please contact the counseling department for information about the appeal process.
- Under Title 5 regulations, you must show that grounds exist for this challenge. Please attach supporting documentation – included in your documentation, you must include a written explanation of your reasons for challenging the prerequisite (see reverse). When writing your explanation, provide as much relevant detail as possible to help a reader who may not be familiar with your situation to understand your position. In addition to your written statement, please include any other documentation that would support your case. **Any challenge form received without documentation will be automatically denied.**
- Under the “Grounds for this Challenge” section below please indicate why you are challenging the prerequisite.
- **All petitions must be filed with the Division Dean responsible for the course within 24 hours of the first class meeting.**
- **If you have not received a response within 10 school business days, please contact the office of the Division Dean responsible for the course.**
- You may check the outcome of your petition by logging onto myGateway; under Registration Tools, click Registration Status. Select the term to view “Registration Permits and Overrides.” If the prerequisite equivalency is denied, you will be notified by email.
- **If you have transcripts that document completion of the prerequisite / corequisite requirement, do not use this form. Please complete the “Prerequisite Equivalency Evaluation” form and submit it to the Admissions and Records Office – this form may be downloaded from the FC Admissions and Records webpage.**

<b>Name and # of the course you wish to take</b> (e.g. ENGL 103F):	
<b>Prerequisite/corequisite or enrollment limitation you are challenging</b> (include course name and #, e.g. ENGL 100F): 1.	<b>Indicate type:</b> <input type="checkbox"/> Prereq <input type="checkbox"/> Coreq
<b>Prerequisite/corequisite or enrollment limitation you are challenging</b> (include course name and #, e.g. ENGL 100F): 2.	<input type="checkbox"/> Prereq <input type="checkbox"/> Coreq
<b>Prerequisite/corequisite or enrollment limitation you are challenging</b> (include course name and #, e.g. ENGL 100F): 3.	<input type="checkbox"/> Prereq <input type="checkbox"/> Coreq

### GROUNDS FOR THIS CHALLENGE (check one)

- I have the knowledge or ability to succeed in the course or program despite not meeting the prerequisite/corequisite. (*You must attach supporting documentation to this petition*). **Submit completed petition and supporting documentation to the Division Dean responsible for the course.**
- I will be subject to undue delay in attaining my educational goal because the prerequisite/corequisite has not been made reasonably available. My declared educational goal and major are \_\_\_\_\_. **Submit completed petition to the Division Dean responsible for the course.**

Please refer to the Fullerton College General Catalog for additional information on student rights to challenge prerequisites / corequisites.

Student signature: \_\_\_\_\_ Date: \_\_\_\_\_

**Written explanation (to be completed by the student).** Please provide as much relevant detail as possible to help a reader who may not be familiar with your situation to understand your position. In addition to your written statement, please include any other documentation that would support your case.

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<b>RESPONSE TO CHALLENGE</b> <i>(Please return to Admissions and Records office after reviewed)</i>		
<input type="checkbox"/> Petition Approved	<input type="checkbox"/> Petition Denied	
Comments (Required if denied) :		
Dean's Signature:		Date cleared in Banner:
Date:		
<i>If you have not received a response within 10 school business days, please contact the office of the Division Dean responsible for the course.</i>		