



Oxnard College Counseling Department Prerequisite Approval Form

Date: _____

Student's Name: _____ SID# 900- _____

Phone Number: _____ E-mail Address: _____

Please read the following:

- Prerequisite class must be either in progress or completed by the time this form is submitted. If class is currently in progress, a progress report form must be attached to the supporting documentation being submitted.
- Supporting documentation explaining how student met prerequisite **MUST** accompany this form. Supporting documents include the following:
 - College Transcripts
 - Progress Report
 - High School Transcripts
 - AP Scores
 - Assessment scores from another College or University
- Unofficial transcripts and printouts from college/university websites are accepted. However, the student's name must clearly appear in the document without manipulation. If the transcript only includes a student I.D. number, include a photocopy of the student I.D. card with this request.
- Prerequisite clearance **will be completed within 48 hours from the point at which the request was received.** Assume that the course has been cleared and register for the desired course. If the course cannot be cleared, you will be notified by the counseling office.
- **Students asking for prerequisite clearance for Ventura or Moorpark College must meet that college's prerequisite requirements.**

Please list the course(s) for which you would like to get prerequisite approval (*e.g., ANAT R101, BIOL R120, etc*)

1. _____ 2. _____ 3. _____

Office Use Only

Approved Course(s) for: _____

Denied Course(s) for: _____

Reviewed by: _____ Date entered in Banner: _____

Comments: _____
