

CHALLENGE PETITION for PREREQUISITE or COREQUISITE

Challenged Pre-requisite or Co-requisite for above course Student documentation is required: e.g., letter from previous school, or written documentation is trequired: e.g., letter from previous school, or written documentation on job experience. Identify one of the following reasons for challenging the prerequisite or co-requisite: 1 As a student, I will be subject to undue delay in attaining the goal of my educational plot the pre-requisite or co-requisite course has not been made reasonably available. (Colleg attach factual history of course availability by term for the past two (2)years.) 2. The pre-requisite or co-requisite is not valid because it is not necessary for success in th which it is required. That is, it was established in violation of regulation or district-app processes. 3. The pre-requisite or co-requisite is unlawfully discriminatory or is being applied in an or discriminatory manner. 4. As a student, I have the knowledge, skills and ability to succeed in the course despite not pre-requisite or co-requisite. Provide a written explanation and justify with documentation: supporting materials must be additional sheets, if needed). I acknowledge that Oxnard College has determined that the prerequisite, co-requisite, and/or appronecessary for success in the selected course, and should 1 be permitted to continue my enrollment wormplete responsibility for successful course completion. Student Signature: Date	
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	ANNER:
Counselor or Counselor Assistant NameSignatureWhite - Student File/CounselingPink - Student Copy	Rev. 10-18-17

Challenging a Pre-requisite or Co-requisite

Steps to Completing a Petition to Challenge a Prerequisite or Co-requisite

- 1. Identify the reason for the challenge and complete the petition.
 - Provide a *written explanation* for the challenge.
- 2. Attach all supporting documentation that justifies the challenge.
- **3.** Submit this petition to the discipline faculty for review and signature. *Do NOT leave the form with the department for the discipline faculty.*
- 4. Upon obtaining the faculty signature, take the petition to the department office for their review. Obtain a copy of the form you are submitting. Ask the department for a timeframe for the department review.
- 5. The department will submit the completed petition *with signatures* to the Counseling Office.
 - *If the course was not approved, you should have been advised by the discipline faculty* or the department.
 - If denied, the student must complete prerequisite/co-requisite as stated in the college catalog
- 6. An <u>approved</u> prerequisite or co-requisite release **will be completed within 48 hours** from the point at which the <u>completed and approved</u> petition was received by the counseling office.
 - Assume that the course has been cleared and register for the desired course.
- 7. This form is to only be used for Oxnard College courses.

Counseling Office 805-678-5816