CITY COLLEGE OF SAN FRANCISCO
Petition to Challenge a Prerequisite or Corequisite

CAUTION: City College has established prerequisites and corequisites to ensure that students have the skill level necessary to succeed in a course. A student who wishes to challenge a prerequisite or corequisite should file a petition as early as possible prior to the first day of class, but no later than the end of the add/drop period. The student shall bear the initial burden of showing that grounds exist for the challenge.

If the challenge is upheld, the student will be eligible for the course; the student should retain his copy of the approved petition as proof of his eligibility. If the challenge is denied, the student will not be eligible for the course and may be dropped if already enrolled in the course.

Course I Wish to Enroll In: ___________________________ Pre/Corequisite: ___________________________

I challenge the above prerequisite or corequisite on one of the following grounds:

(For grounds A - C below, submit petition and supporting documentation to the Department Chair by the first day of the semester.)

___ A. The student has the knowledge or ability to succeed in the course or program despite not meeting the stated prerequisite or corequisite.

___ B. The student possesses the knowledge/skills necessary to protect the health and safety of himself and others despite not meeting the stated health or safety prerequisite.

___ C. The student will be subject to undue delay in attaining the goal as indicated by his/her Educational Plan because the prerequisite or corequisite course has not been made reasonably available. (If the course is not offered, then the pre/corequisite shall be waived for that term only.)

(For grounds D - F below, submit petition and supporting documentation to the Matriculation Office by the first day of the semester.)

___ D. The prerequisite or corequisite is either unlawfully discriminatory or is being applied in an unlawfully discriminatory manner.

___ E. The prerequisite or corequisite has not been established in accordance with the district's process for establishing prerequisites and corequisites.

___ F. The prerequisite or corequisite is in violation of Title 5.

Student signature ___________________________ Date ____________

(For Official Use Only:)

DATE SUBMITTED: ____________________ TO (Name of office): __________________________

ACTION (on A - C above)

Department Chair: ☐ Petition approved ☐ Petition denied Comments: __________________________

Signature: ___________________________ Date: ____________

ACTION (on D - F above)

Dean of Matriculation: ☐ Petition approved ☐ Petition denied Comments: __________________________

Signature: ___________________________ Date: ____________

Final submission to Office of the Dean of Students: Received by ____________ Date: ____________

White: Department or Matriculation Office Yellow: Dean of Students Pink: Student