City College of San Francisco
Petition to Challenge a Prerequisite or Corequisite

Name ___________________________________________     ID # __________________________

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/her copy of the approved petition as proof of his/her 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/herself and others despite not meeting the stated health or safety prerequisites.

_____ 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 Services Office, Conlan Hall 204, by the first day of the semester.)

_____ D. The prerequisite or corequisite is either unlawfully discriminatory or is being applied in an unlawful 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):

ACTION (on A - C above)
Department Chair:  □ Approved  □ Denied  Comments: ________________________________

Signature: _______________________________ Date: __________________

ACTION (on D - F above)
Dean of Matriculation: □ Approved  □ Denied  Comments: ________________________________

Signature: _______________________________ Date: __________________

Final submission to Matriculation Office: Received by _______________________________ Date __________________

White: Department Chair       Yellow: Matriculation Office       Pink: Student