



Prerequisite Clearance Request

If you would like to make a prerequisite clearance request, please complete the following below and attach an unofficial high school and/or college transcript, grade report, and/or AP scores.

Please note: Courses shown on a transcript as "In Progress" from high school or colleges outside our district will not be accepted, a grade of C or better must be posted on the transcript. The student's first and last name must appear on the attached documentation to verify the record belongs to the student.

**This is just a request and we may follow up with you for additional information. If we are not able to grant your request, we will follow up with you to provide information on how to complete your prerequisite.*

You will be contacted via your college email or phone when the prerequisite(s) has been cleared.

Once completed, drop this form and your documentation at the Counseling Office in FH 120 or you may return to the webpage to complete the online version.

First Name & Last Name

Student ID Number (900#)

My.VCCCD Email (we will contact via your college email or by phone)

Phone Number

Major/Intended Major

Why Do You Want to Take the Course(s)? (Example: Using course for CSUN in Chemistry, Prerequisite for MC's Nursing Program, Personal Interest, etc.)

Semester You Plan to Enroll in the Course(s):

Course(s) Requesting to Enroll In:

Course(s) completed with a "C" or better which meets the mandated prerequisite:

Ex. CHEM M01- General Chemistry I	Ex. Chemistry CP & Algebra II (High School)
Ex. ECON M201- Microeconomics	Ex. MATH M07- Precalculus & Trig

*Attach unofficial high school/college transcripts, grade report, and/or AP scores