

Peralta District Office of Admissions and Records

Petition for Pre-Requisite/Co-Requisite Challenge

Directions:

1. Use this form *only* if you are petitioning a prerequisite based on one of the six (6) criteria outlined below. This form is most commonly used for students who have not completed college coursework, but have work or life experience that they believe is equivalent to the prerequisite.
2. Use this form if you are attempting to use high school coursework to meet a college course prerequisite. Example: You want to enroll in Spanish 1B and you have completed two years of Spanish in high school. Attach a copy of your high school transcript to verify the coursework completed.
3. You must provide a written justification to support your petition. You should attach any supporting documentation that will support your petition. If you are challenging an English course prerequisite, you should attach a sample of your written work. Incomplete petitions will be denied.
4. Once you have completed the petition and attached your supporting justification/ documentation, submit the form to the Admissions and Records Office. Admissions staff will enroll you in the course. The form will then be submitted to the Department Chair for their review. ***A challenge will be resolved by the appropriate staff within five (5) working days. You will only be notified if your petition is denied.***

If you would like further information or assistance, please contact a counselor

