

Petition for Prerequisite Clearance

Date:	

Name (Last, First)			_	W#			
Telephone/Cell				Email			
Requested LPC Course	LPC's Pre-requisite	Course Completed	Completed at:	Units	Term/Date	Grade/AP Score/Test Results	Approved/ Denied (Counselor use only)

Llow to clear a Droroquisitor	Students should submit this form with desumantation (see below) if they have
How to clear a Prerequisite:	Students should submit this form with documentation (see below) if they have
	completed the prerequisite(s) at another institution or via AP Scores.
Approved Documentation	An Official or unofficial accredited college/university transcript (showing a
to clear a prerequisite	final grade of C or better)
(please attach):	 In-progress courses will not meet the prerequisite requirement.
	 Private/out-of-state institutions - submit catalog course descriptions,
	course outline of record, or course syllabus for equivalent coursework
	AP Score report form the College Board (official or unofficial)
	Assessment results from another accredited college that clearly shows
	course placement
	\Box A Level 4 on the CAASPP assessment in mathematics or English language
	arts/literacy (LPC does not accept a "conditional" score).
Submitting this form:	In-person: please submit this form with documentation to the Counseling
	Department, Building 1600, Room 1616 OR
	 Email: Please submit this form with documentation including the subject:
l	"Prereq Clearance W########" to lpc-counseling@laspositascollege.edu
Approval Process:	Clearance will occur no later than 72 hours (Mon-Thurs) after
	receipt of all documentation
	The front desk staff will notify student of the decision

Office use only		
Notes:		
Entered into SOATEST		
Student Notified. Date:		
Entered into SEADETL for Assessment	Counseling Faculty Signature	Date
Component completion (if applicable)		