



Saddleback College Prerequisite Evaluation Form

Name: _____ Contact Phone #: _____ Student ID #: _____

Other Names on Transcripts: _____ Social Security # or Date of Birth: _____

Dear Saddleback College Student,

- Given the large amount of equivalency petitions, please allow a minimum of **5 working days** for this petition to be processed.
- It is the responsibility of the student to provide proof of course completion: transcripts from an accredited college, AP scores or matriculation test scores from another community college (*documentation must list raw score, placement and school name*).
- You will need to provide course descriptions for any college course submitted. .
- Matriculation clears any course(s) involving an English or Math prerequisite. All others must be cleared in the appropriate division office. (*see class schedule*)

I am using the following documents (*please mark one*):

- Official transcripts sent to Admissions and Records.
- Unofficial transcripts attached.
- Information attached (*official transcripts, AP scores or matriculation test scores from another community college*).

Student Signature _____

Today's Date _____

You can view your placement online by logging into your MySite account or by visiting the Matriculation Office, SSC-225B.

No personal information can be released over the phone or without photo identification.

What Course do you want to take at Saddleback College?	What College/University was the prerequisite taken?	What state is this College/University in?	What is the prerequisite course name/number?	When was this course taken?	Approved <i>Preq. Code</i>	Denied <i>Denial Code*</i>

Evaluator's Decision / Office Use Only

1. Evaluated By: _____ Date: _____ Entered By: _____ Date: _____
 2. Evaluated By: _____ Date: _____ Entered By: _____ Date: _____
 3. Evaluated By: _____ Date: _____ Entered By: _____ Date: _____
 Comments: _____

- * Denial Codes:**
- 1-No Trans on File
 - 2- Substandard Grade
 - 3- Preq Course Not Equiv
 - 4-Other