Math and English Alternative Evidence Evaluation Form

This form is used to clear math and/or English assessments or prerequisites ONLY. All applicable sections MUST be completed for acceptance.

Please Fax to 949-582-4789 or e-mail: scmatric@saddleback.edu or drop off at the Matriculation Office in Village 8-5

Name: ___________________________ Contact Phone #: ___________________________ Student’s Phone #: ___________________________ Student ID #: ___________________________

Other Names on Transcripts: ___________________________ Student’s Name if it is different on their Transcripts ___________________________

(If married or changed name)

Semester/Yr. Attending: ___________________________ Student’s Signature X ___________________________ Student’s Signature ___________________________ Today’s Date: ___________________________

By signing this form you acknowledge the following: It’s the student’s responsibility to provide proof of course completion that meets the Saddleback College requirements. Incomplete or In-Progress course work and grades of C- or lower are not accepted. All courses taken outside of California require course descriptions to be included. Evaluations can take a minimum of 5 business days to give placement and APC’s (Add Codes) do not exempt this process.

A. Please follow these instructions to ensure your documents are accepted for evaluation:

1. Complete all applicable sections on this form (excluding areas marked “Office/Evaluator Use Only”). Incomplete forms will not be processed!

2. Attach transcriptions with course descriptions and/or other CA Community College placement results and/or College Board AP exam results.

3. Please drop off, fax, or e-mail all documents to the Matriculation Office. (See information at the top of this form.)

4. Allow a minimum of 5 working days for evaluations to be processed. Please Plan Ahead!

5. Check your MySite for evaluation results under: > My Information > Matriculation > Placement Info

B. I am attaching the following documents to be used for this evaluation: (Check all that apply)

- OFFICIAL transcripts or AP scores are on file with Admissions and Records (No attachment required)
- Attaching Unofficial or Official College transcripts (Your name and the school name must be PRINTED on transcripts to be evaluated.)
- Attaching Other CA. Community College Placement Results (Results must list test type, raw scores, placements, your name, and the school name.)
- Attaching AP Score Report (Only original College Board score reports that include your name can be used.)

List courses you wish to take at Saddleback College, and/or check the box to clear assessment.

<table>
<thead>
<tr>
<th>Courses with an ENGLISH Prerequisite</th>
<th>List the course(s) from your other college that will clear this prerequisite: Include course #</th>
<th>What other exam will clear this prerequisite?</th>
<th>List the college where the prerequisite course or exam was taken at:</th>
<th>List the State your other College is in:</th>
<th>List the year this course or exam was taken:</th>
</tr>
</thead>
<tbody>
<tr>
<td>English 1A</td>
<td>N/A</td>
<td>X Other California CC Assessment Exam</td>
<td>OCC</td>
<td>CA</td>
<td>2014</td>
</tr>
<tr>
<td>Check if required to Matriculate X Clear Matriculation Assessment</td>
<td></td>
<td>AP LANG/COMP Score:</td>
<td></td>
<td></td>
<td></td>
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<tr>
<td></td>
<td></td>
<td>AP LIT/COMP Score:</td>
<td></td>
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</tr>
<tr>
<td>Courses with a MATH Prerequisite</td>
<td></td>
<td>X Other California CC MDTP Math Exam</td>
<td>OCC</td>
<td>CA</td>
<td>2014</td>
</tr>
<tr>
<td>Math 253</td>
<td>N/A</td>
<td>AP Calculus AB Score:</td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Check if required to Matriculate X Clear Matriculation Assessment</td>
<td></td>
<td>AP Calculus BC Score:</td>
<td></td>
<td></td>
<td></td>
</tr>
</tbody>
</table>

Office/Evaluator Use Only

1. Evaluated By: ___________________________ Date: ___________________________ Entered By: ___________________________ Date: ___________________________

2. Evaluated By: ___________________________ Date: ___________________________ Entered By: ___________________________ Date: ___________________________

Comments: __________________________________________________________________________________________________________

Office/Evaluator Use Only

* Denial Codes:
1. No Transcript on File
2. Substandard Grade(s)
3. Course Not an Equivalent Prerequisite
4. Incomplete Course Work
5. Incomplete Transcripts
6. Other (see comments)