6.11 Prerequisites/Co-requisites

Last Revised: February 2012

Policy: To facilitate student success, Piedmont Community College (PCC) requires that students complete prerequisites before enrolling in subsequent courses. Students must complete co-requisites prior to, or be concurrently enrolled in, the required course.

Purpose/Definitions:
Prerequisite – Course that must be completed prior to a student enrolling in a subsequent course.
Co-requisite – Course that must be taken at the same time or completed prior to a designated course.

Prerequisite and co-requisite courses have been established for certain courses to ensure that students are adequately prepared to do the work required in the subject courses. Prerequisites and co-requisites may be either state mandated (part of the North Carolina Community College Combined Course Library) or local requirements (recommended by personnel in the appropriate academic areas and approved by the College’s Curriculum Committee).

Approval Authority/Monitoring Authority: Piedmont Community College’s Board of Trustees has approval authority for this policy. The Vice President, Instruction and Student Development has monitoring authority for this policy.

Procedures:
To ensure that all PCC students are successfully prepared to complete college-level course work, prerequisite and/or co-requisite courses have been identified. Courses with prerequisites may be taken only after the respective prerequisites have been met. Courses and their co-requisites may be taken concurrently or after the co-requisite has been completed successfully.

Under special circumstances, when it can be documented that the student has the equivalent preparation of a prerequisite/co-requisite, an instructor may propose a waiver of the requirement by completing the Prerequisite/Co-requisite Waiver Form and attaching the appropriate justification documentation. The form must be attached to the class roster to document the reason the prerequisite or co-requisite was waived.

Acceptable reasons for waiving a prerequisite or co-requisite include:
- Extensive documented work experience in the field.
- High performance in closely related courses taken at PCC.
- Equivalent content of courses in NC High School to Community College Articulation agreement passed in high school with a grade of B or higher and a score of 80 or higher on the VoCATS.
- Closely related course content completed with a grade of C or higher at an accredited institution.
- Other reasons as defined by the instructor and approved by the appropriate academic dean.

Prerequisites for developmental courses in math, reading, English, and computer science can be met by:
- Obtaining the appropriate scores on placement tests.
• The successful completion of equivalent developmental or college-level English, reading, mathematics and/or computer science courses at other postsecondary institutions. Submission of official transcripts is required.

Legal Citation: N/A

History: Effective October 2012; Revised October 2001, February 2012