Requisite Review Form

Term: Fall 20___/Spring 20___/Summer 20___

Name                                      Student ID#
  Last (PRINT) First

Address
  Number/Street City State Zip

Email                                      Phone               Date of Birth

Submit completed form and supporting documentation (i.e., unofficial transcript or grade report) to the Admissions and Records Office. You will receive email notification once your request has been reviewed. Please allow 3-5 business days for processing.

- In Person: Oceanside Campus (Building 3300) or San Elijo Campus (Administration Building)
- Mail To: Admissions and Records Office ● 1 Barnard Drive ● Oceanside, CA 92056
- Fax To: 760.795.6626

☐ Transcript on File or ☐ Transcript attached

<table>
<thead>
<tr>
<th>Coursework must be completed with a grade of C or better (2.0 on a 4.0 scale, or equivalent)</th>
<th>OFFICE USE ONLY</th>
</tr>
</thead>
<tbody>
<tr>
<td>Course you want to take</td>
<td>Admissions Office Decision</td>
</tr>
<tr>
<td>(ex: Eng 100)</td>
<td>Approved     Denied IP</td>
</tr>
<tr>
<td>Institution where requisite was taken</td>
<td>(ex: Palomar College)</td>
</tr>
<tr>
<td>Course being used for requisite</td>
<td>(ex: Eng 50 )</td>
</tr>
<tr>
<td>Term/Year taken</td>
<td>(ex: FALL/2011)</td>
</tr>
<tr>
<td>Grade Earned</td>
<td>(ex: B)</td>
</tr>
</tbody>
</table>

For in-progress coursework, I understand that I must submit verification of final grade earned to Admissions and Records by the add deadline (see current Class Schedule for deadlines) for the course. If I fail to provide verification of final grade earned by the add deadline, or if my final grade is below a C (2.0 on a 4.0 scale or equivalent) I will be dropped from the course. Acceptable forms of verification of final grade earned include official or unofficial transcripts, grade reports, or a letter from the instructor on school letterhead.

_____ I have read and understand the above advisory.

Initials

Additional course information may be requested to finalize the decision. Documents attached to this request will not be returned and become the property of MiraCosta College. This form is for requisite purposes only. Clearance of a requisite does not assume waiver, substitution or completion of course requirements towards a degree, certificate or transfer.

Student Signature         Date

Office Use Only

Student Notified: ☐ email ☐ Phone ☐ In Person     Date Processed _____________ Evaluator _____________

Evaluator Notes

05/2014 jan