

You may request prerequisite/placement clearance using the following:

- 1) Prerequisite/Placement: Course(s) at an accredited U.S. college with a final grade of C or better. Courses in progress are not accepted.
- 2) Prerequisite/Placement: Advanced Placement (AP) exam(s) with qualifying exam score. Minimum score is 3 or 4 depending on subject.
- 3) Placement: High School transcript showing successful completion of Math and English.
- 4) Prerequisite: Two or more years of a language other than English in highschool with final grades of C or better.
- 5) Prerequisite: Without successfully completing the prerequisite course, you believe you have acquired the knowledge, experiences and/or skills required outside the classroom which will allow you to succeed in this course. Make your case and submit supporting evidence. The evidence **MUST** be submitted. Discipline faculty will review your request and determine based on the information and documentation you submit whether you have the knowledge, experience or skills required to succeed in the course. The decision of the discipline faculty is final.

IVC ID #: \_\_\_\_\_ Date of Birth \_\_\_\_\_

\_\_\_\_\_  
Last Name

\_\_\_\_\_  
First Name

\_\_\_\_\_  
Middle Name

**All Transcripts/AP Score Reports must include Student Name and School/Test Service Name on document(s). Attachments/Documents will not be returned.**

Check all that apply:

HS Transcript (Foreign Language/Placement)

AP: "Download Score Report" (College Board)

College/University Transcripts

Other: \_\_\_\_\_

Only list IVC courses you plan to take that require prerequisite clearance and include the term to be taken

List course(s) you completed at another college or AP Exam Title(s)

List the final course grade(s) or AP Exam score(s)

List the school(s) where you completed course(s) or AP Exam title

**Example:** ACCT 1B – Fall 2019

**Example:** ACCT 1A

**Example:** B+

**Example:** Fullerton College

1. \_\_\_\_\_
2. \_\_\_\_\_
3. \_\_\_\_\_

1. \_\_\_\_\_
2. \_\_\_\_\_
3. \_\_\_\_\_

1. \_\_\_\_\_
2. \_\_\_\_\_
3. \_\_\_\_\_

1. \_\_\_\_\_
2. \_\_\_\_\_
3. \_\_\_\_\_

\*Are you submitting this form to clear the Placement Requirement(s) of Matriculation?    No    Math    English    English and Math

Student Signature: \_\_\_\_\_ Today's Date: \_\_\_\_\_

**NOTICE:** For student record security, forms are required to be sent from district-issued email addresses only. Forms from other accounts will not be processed. District issued emails are "student\_name@ivc.edu" or "student\_name@saddleback.edu".

<p><b>Discipline Faculty Only</b></p> <p style="text-align: center;">Approved                  Denied</p> <p>Comments _____</p> <p>Signature: _____ Date: _____</p> <p>Signature: _____ Date: _____</p>	<p><b>Matriculation Staff Only</b>    Faculty</p> <p>Date Received: _____</p> <p>Requested Approved    _____</p> <p>Request Not Approved    _____</p> <p>Referred to Discipline    _____</p> <p>Token(s) Granted: _____ IP: _____</p> <p>Student Emailed: _____ Date: _____ By: _____</p>
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View the results of your Request for Prerequisite/Placement Clearance on MySite: My Information -> Matriculation -> Placement Info.