



## **Pre and Co-Requisites Policy**

**Brunswick Community College (BCC or the College) recognizes the need for adherence to course pre/co-requisites to assure students have the foundational knowledge to learn more complex concepts. The College follows the guidance of the North Carolina Community College System for course pre/co-requisite requirements.**

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### **Procedures**

#### Pre-requisite Requirement:

Students wishing to register for a course requiring a state or local pre-requisite, should provide official documentation containing the pre-requisite credit. Documentation includes but is not limited to high school transcripts, assessment scores, and/or college transcripts that identify credit earned at higher-level institutions or non-credit earned for college readiness courses. Evidence of satisfactory course completion must be submitted to the Office of Records and Enrollment Services prior to enrolling in courses. Any validated pre-requisites course and non-course credit will be added to the student's academic record.

Any student who does not have official course completion documentation should contact the Chair/Dean in the area in which the student wishes to enroll to determine readiness to learn higher level concepts. If a pre-requisite waiver can be granted, the Chair/Dean will submit a "Request for Registration Override" form to the Office of Records and Enrollment Services to complete the registration process. If a waiver is not granted, the student must successfully complete the pre-requisite course.

For certain continuing education courses, regulations may exist stipulating that the course may only be taken when all pre-requisites have been successfully completed. These requirements are available from the program coordinator and will be included in the course description and course outlines. Any student who wishes to appeal the co-requisite requirement may do so by contacting the Dean of Continuing Education and Workforce Development whose decision will be final.

#### Co-requisite Requirement:

Students wishing to register for a course requiring a state or local co-requisite, should be registered for both courses simultaneously or have previously completed the co-requisite.

There are no mandatory requirements for those courses that have optional or recommended co-requisites.

For certain continuing education courses, regulations may exist stipulating that the course may only be taken in conjunction with another course or that other course (s) must have been previously successfully completed. These requirements are available from the program coordinator and will be included in the course description and course outlines. Any student who wishes to appeal the co-requisite requirement may do so by contacting the Dean of Continuing Education and Workforce Development whose decision will be final.