

**CHAPTER 6: Educational Program
BOARD POLICY NO. 6.14 (BP 4260)**

**BOARD POLICY
San Mateo County Community College District**

Subject: 6.14 Course Prerequisites and Other Limitations on Enrollment
Revision Date: 12/08
Policy References: Title 5 Sections 55000 and 55003

1. The Colleges, upon the advice of the Academic Senate, are authorized to establish prerequisites, co-requisites and advisories on recommended preparation for courses in the curriculum. All such prerequisites, co-requisites and advisories shall be established in accordance with the standards set out in Title 5.
2. All prerequisites, co-requisites or advisories shall be necessary and appropriate for achieving the purpose for which they are established.
3. All prerequisites, co-requisites and advisories shall be reviewed every six (6) years, **except for CTE course prerequisites and co-requisites, which shall be reviewed every two (2) years.**
4. Prerequisites, co-requisites, and advisories shall be identified in District publications available to students.
5. The Colleges shall establish procedures defining a way in which a prerequisite or co-requisite may be challenged by a student on grounds permitted by law.
6. Each College shall establish procedures by which every attempt shall be made to enforce all conditions a student must meet to be enrolled through the registration process so that a student is not permitted to enroll unless s/he has met all the conditions or has met all except those for which s/he has pending challenge or for which further information is needed before final determination is possible of whether the student has met the condition in accordance with Title 5.