

STEP 1 Check (a) - (f) below about prerequisite courses*

- (a) **Advisories:** if the course description indicates “advisory” courses only and no prerequisite, *prerequisite clearance* is **not** needed. An “advisory” course is recommended but not required.
- (b) Final grades of “**C**” or higher (or **Pass**) only;
No “**C-**” or below or “**In Progress**” grades, *including Foothill College courses*
- (c) Advanced Placement (AP) scores of “3” or higher may be used
- (d) Lower-division courses completed at U.S. accredited schools only (inquiries about exceptions, please contact the dept.)
- (e) **English:** Prerequisites for **EWRT 1A** and lower-level English courses must be completed at De Anza. Please contact the Assessment Center for English placement. <http://deanza.edu/admissions/placement/>
- (f) **High school courses** cannot be used to clear prerequisites (exception for PHYS 4A – see catalog course description)

*Separate prerequisite clearance requests are online for these courses:
[Computer Information Systems](#)
[Foreign Languages](#)
[Massage Therapy](#)

STEP 2 Your Student Information

Date _____ Fall Winter Spr Sum Year _____

De Anza Student ID# _____ NAME Last: _____ First: _____

STEP 3 Course Information If the course has two prereqs., use two rows and include any prereq. taken at De Anza or Foothill.

(A) The course I want totake <i>Example: "EWRT 2"</i>	(B) Name of school where I took the prerequisite course** <i>Example: "CSU East Bay"</i>	(C) The course I took <i>Example: "ENGL 1001"</i> <i>(the CSU East Bay course you passed)</i>	Office Use Only Approval:
			<input type="checkbox"/> Y <input type="checkbox"/> N
			<input type="checkbox"/> Y <input type="checkbox"/> N
			<input type="checkbox"/> Y <input type="checkbox"/> N

** or AP exam taken (AP scores of “3” or higher are accepted).
 Note: AP courses listed on high school transcripts will not be considered, only scores from the College Board.

STEP 4 Proof of Prerequisite Coursework (check at least one; skip if course taken at Foothill)

- (A) I am attaching my **complete** unofficial transcript.
 - i. must be a single document displaying your full name and the school's name
 - ii. the school issuing the transcript must be the school where the prerequisite course was completed
- (B) I am attaching my unofficial College Board AP Score Report (*report must display your full name*).

STEP 5 Submit for Review

NOTE: Requests with missing information will not be processed.

Request will be reviewed as soon as possible, but allow up to 10 business days for review.

<p>Preferred: E-mail this form with attached document file(s) to daclearprereq@fhda.edu Reminder: be sure this form's fields are not blank in your saved copy before sending the PDF file</p>	<p>Off Campus Mail to De Anza College Attn: Admissions and Records 21250 Stevens Creek Blvd. Cupertino, CA 95014</p>	<p>On Campus Use the Prerequisite Clearance Drop Box or drop off at Admissions and Records</p>
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Additional information can be found at: <https://www.deanza.edu/admissions/evaluations/prerequisites.html>