

**POLICY  
BOARD OF TRUSTEES  
MAYLAND COMMUNITY COLLEGE**

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**TITLE: Waiver of Local Pre-Requisites and Co-Requisites Policy    TYPE: Academic**

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**POLICY NO: 1.025**

**Policy Adopted on January 12, 2004**

**EFFECTIVE DATE: 03-11-13**

**AMENDED DATE: 03/11/13**

*C. Ronald Kates*

**Chairman**

**AUTHORITY: NCGS 115D-20 (7)**

Mayland Community College has established for some courses, local pre-requisites and co-requisites that are in addition to course pre-requisites and co-requisites required statewide by the North Carolina Community College System. Students are expected to complete local pre-requisite and co-requisite courses as required before moving into successive courses. However, there are occasions where students' circumstances are such that it would be appropriate for them to receive waivers of local pre-requisite and/or co-requisite course requirements. The waiver of a local pre-requisite or co-requisite course may be offered for the following reasons:

1. Extensive documented work experience in the field
2. Select non-degree students

A college academic or admissions advisor may recommend waiver of a local pre-requisite or co-requisite for an advisee by completing the MCC "Authorization Form for Waiver of Local Pre-Requisite and Co-Requisite Courses." This form indicates a reason and justification for a course waiver. Final approval is required by the appropriate academic dean. The approval form is then forwarded to the Registrar's office where it will be processed and placed in the students' academic file.