

REQUEST *for* PASSIVE REQUISITE CHECK

Registrar Use Only	Job #	
	Date received	Date completed

UNIVERSITY REGISTRAR

UNIVERSITY of CALIFORNIA, IRVINE

This form is used by departments to check for enrolled students who do not meet the prerequisites and/or corequisites for a given class. The department provides the Registrar's Office with course information and the Registrar's Office will provide a list of enrolled students who do not meet these requisites.

INSTRUCTIONS Please fill out the information requested below and return this form to the Registrar's Office. Contact Mark Fonseca (824-9672) if you have any questions.

IMPORTANT INFORMATION

- Normally, only course prerequisites taken at UCI can be verified. However, course prerequisites taken at other institutions can be verified if the department has submitted those courses to the Registrar's Office for active prerequisite checking. Otherwise, the student's academic advisor may be able to provide you with verification of sufficient coursework taken elsewhere.
- Unlike an active prerequisite check which will prevent a student from enrolling if the prerequisite(s) are not met, a passive prerequisite check is limited to placing the student on a list of those who have failed to meet the prerequisite(s), but will still permit the student to enroll.
- **You may require students to drop your class if they have not satisfied the requisite(s).**

Requestor's name: _____

Email address: _____ Phone number: _____ ZOT code: _____

Course Information

Department name & course number: _____ Quarter offered: _____

Course title: _____

Instructor: _____

Requisites are determined and approved by each department. The applicable Requisites (prerequisites and/or corequisites) for the course specified above can be found on the Schedule of Classes.

For all approved requisites visit the University Registrar's Prerequisite page:

- <https://www.reg.uci.edu/cob/prqcgi>

Requestor's signature: _____ Date: _____