

Catalog URL: <https://catalog.iastate.edu/informationaboutcourses/#prerequisitetext>

Catalog: 2024-2025 (Takes effect with Workday)

- Policy reflects changes in Prerequisite policy that take effect with WorkDay

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Current Policy	Proposed Policy

Course Prerequisite – current policy

A prerequisite indicates the specific academic background or general academic preparedness considered necessary for the student to be ready to undertake the course.

Prerequisites are usually stated in terms of specific courses, but equivalent preparation is usually acceptable. An instructor may, however, direct a student whose background does not meet the stated prerequisite, or its equivalent, to drop the course. Conversely, an instructor may waive the prerequisite (or approval may be given following the appropriate departmental process) for a course for which they are responsible. Thus, permission of the instructor (or departmental process) is understood to be an alternate to the stated prerequisites.

It is university policy that the department or instructor informs enrolled students who have not met the prerequisite requirements that they must drop the course. Instructors have the right to neither accept, nor grade the work of a student who does not meet the stated prerequisite, or its equivalent (as determined by the process established in the department offering the course). Notification should be done as soon as possible and prior to the first day of class whenever possible. For students enrolled after the first day of class, notification must be given as soon as possible.

Course Prerequisite – proposed policy

A prerequisite indicates the specific academic background or general academic preparedness considered necessary for the student to be ready to undertake the course.

Prerequisites are ~~usually~~ stated in terms of specific course work or academic level needed to satisfy eligibility into a course., ~~but equivalent preparation is usually acceptable. An instructor may, however, direct~~ A student ~~who~~ whose background does not meet the stated prerequisite for a course, or its equivalent, ~~will not be eligible to register for that course, for a course which requires that prerequisite.~~ to drop the course. Conversely, An instructor may waive the course prerequisite (or approval may be given following the appropriate departmental process) for a course for which they are responsible. Thus, permission of the instructor (or departmental process) is understood to be an alternate to the stated prerequisites.

Students may meet a prerequisite requirement for a future course at the time of registration, due to a currently enrolled course meeting prerequisite requirements for said future course. it is university policy that the department or instructor informs enrolled All students will receive a general notification at the midpoint of the active semester encouraging them to review their current and future schedule to ensure they have not dropped or are at risk of failing a course that is a prerequisite for a future semester registration. A notification to student's at mid-term, will be completed, to ensure student's who may be at risk of not completing or passing the prerequisite course, This will give the student time to consider an alternative plan for future registered coursework that may be impacted. Upon conclusion of the course, students who have not met the prerequisite requirements, due to not completing, or not passing the prerequisite course, will be dropped from any future courses that require that prerequisite. ~~that they must drop the course.~~

Some courses have been approved by their colleges to use administrative drops to enforce prerequisites. In such cases, the department shall inform the enrolled students who have not met the prerequisite requirements that they must drop the course or provide evidence of equivalent preparation to be reviewed by the department. Notification should be done prior to the first day of class for students enrolled prior to the first day of class. For students enrolled after the first day of class, notification must be given as soon as possible. After such notification (via email or Canvas announcement), the student must drop the course within 3 business days, or initiate a review of their equivalent preparation. This timeframe should be indicated to the student during the notification process. If a student does not drop the course or have a successful review of an equivalent, the department or instructor may contact their college student services office to initiate an administrative drop to remove the student from the course. Additionally, students whose request to waive the prerequisite is denied, will be administratively dropped from the course. Administrative drops will be completed by the 10th day of the semester in most cases. Course prerequisites are listed in the Schedule of Classes as well as in the Courses and Programs section of this publication.

~~Instructors have the right to neither accept, nor grade the work of a student who does not meet the stated prerequisite, or its equivalent (as determined by the process established in the department offering the course). Notification should be done as soon as possible and prior to the first day of class whenever possible. For students enrolled after the first day of class, notification must be given as soon as possible.~~

~~Some courses have been approved by their colleges to use administrative drops to enforce prerequisites. In such cases, the department~~ **student** shall **be informed** the enrolled students **who that they** have not met the prerequisite requirements **and have been dropped from their future course registration.** ~~that they must drop the course, or provide evidence of equivalent preparation to be reviewed by the department.~~ **The course drop and notification should will be done after final grades post for the prerequisite course.** ~~prior to the first day of class for students enrolled prior to the first day of class. For students enrolled after the first day of class, notification must be given as soon as possible. After such notification (via email or Canvas announcement), the student must drop the course within 3 business days, or initiate a review of their equivalent preparation. This timeframe should be indicated to the student during the notification process. If a student does not drop the course or have a successful review of an equivalent, the department or instructor may contact their college student services office to initiate an administrative drop to remove the student from the course. Additionally, students whose request to waive the prerequisite is denied, will be administratively dropped from the course. Administrative drops will be completed by the 10th day of the semester in most cases.~~ **A student can request a prerequisite override and provide evidence of equivalent preparation to be reviewed by the department. If approved, the student will receive a token, granting them access to register for the requested course section.** Course prerequisites are listed in the Schedule of Classes **on the course definition** as well as in the Courses and Programs section of this publication.

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