

**PASADENA CITY COLLEGE
ADVISEMENT CENTER
PREREQUISITE CLEARANCE REQUEST COVER SHEET**

Student Name _____

Phone Number _____

Email Address _____

PCC Lancer Card Number _____

Pasadena City College course desired (example: ENGL 1A) _____

Prerequisite fulfilled by:

Course: _____ Grade _____ College/University: _____

Other, please explain: _____

Please note the following:

- Documentation **MUST** accompany this cover sheet.
- Unofficial transcripts and printouts from college/university websites are accepted. However, the student's name must clearly appear in the document without manipulation. If the transcript only includes a student I.D. number, include a photocopy of the student I.D. card with this request.
- Prerequisite clearance will be completed within 48 hours from the point at which the request was received. Assume that the course has been cleared and register for the desired course. If the course cannot be cleared, you will be emailed. If you cannot register within 48 hours and do not receive an email, please call (626) 585-7951 or email counselingdesk@pasadena.edu.

Pasadena City College
Advisement Center
L Bldg. Room 103D

1570 E. Colorado Blvd.
Pasadena, CA 91106
Fax: (626) 585-7187