

Prerequisites and Co-requisites Policy

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- Approved by: Provost
- Executive Sponsor: Provost
- Responsible Office: registrar@

Policy Statement

A course **prerequisite** is any requirement an academic department identifies as essential for a student to successfully complete before taking a course in order for a student to be successful in the course. All prerequisites, whether they apply to an individual course or to all courses in a department should be clearly stated in course offerings section of the University Catalog and enforced if attached to a course. Prerequisites should also be stated in the course syllabus.

Course prerequisites consist of one or more of the following: proficiency exams, special student groups, course material that fosters a foundation of learning for the next like course or select major requirements.

Students will not be allowed to register for a course if they have not successfully completed (or are currently completing) the prerequisite.

Students are responsible for knowing and completing all published prerequisite requirements for a course before taking that course. The university has the obligation to inform

students of prerequisite requirements. It has the right to cancel a student's registration in a course if the student has not satisfied the published prerequisite requirements for that course.

A course **co-requisite** is a requirement that must be completed before or at the same time as the course for which it is required. All co-requisites, whether they apply to an individual course or to all courses in a department, should be clearly stated in course offerings section of the University Catalog and enforced if attached to a course. Co-requisites should also be stated in the course syllabus. Students are responsible for knowing and completing all published co-requisite requirements for a course. The university has the right to cancel a student's registration in a course if the student has not arranged to satisfy the co-requisite requirements for that course.

Reason for Policy

This policy was developed to support student academic success and to provide consistent, quality delivery of academic programs and services.

Who Should Read this Policy?

All faculty; Academic advisors; Registrar's office personnel.

Instructions, Procedures and Related Information

UMKC Academic Calendar:

Contacts:

UMKC Registrar's Office: Website

Physical Location: 115 Administrative Center, 5115 Oak Street, Kansas City, MO 64110

Mailing Address: 5100 Rockhill Road, Kansas City, MO 64110-2499;

Phone: 816-235-1125; **Fax:** 816-235-5513; **Email:** registrar@

Exclusions

Professional schools in Dentistry, Medicine, Pharmacy, and Law.

- **History & Updates**

Appendices

None