

**Department of Civil and Environmental Engineering
San Jose State University**

CEE Policy on Enforcement of Prerequisites for Undergraduate

All enrolled undergraduate students must hand in the following documents (as appropriate) to the class instructor by the beginning of the third class meeting:

1. A transcript (unofficial) showing that the student has the prerequisites for the course with the required grade.
2. A copy of the assist.org document showing the equivalency for any prerequisite if the course was taken at another university or a community college.
3. A signed equivalency forms if the prerequisite or co-requisite was taken at a college for which an assist.org document is not available.

Students who do not meet the prerequisites will be dropped from the course. Students who are enrolled in the class at the beginning of the semester and fail to produce the appropriate documents by the beginning of the third class meeting will be dropped from the course.

Students who were not enrolled in the class at the beginning of the semester will produce the required document(s) prior to being permitted enrollment in the course.