



**LOS ANGELES COMMUNITY COLLEGE DISTRICT  
Assessment Exemption Request**

SEMESTER/SESSION	
<input type="checkbox"/> Summer	<input type="checkbox"/> Fall
<input type="checkbox"/> Winter	<input type="checkbox"/> Spring
Year: _____	
Staff Intake Initials: _____	

**Purpose of this Form**

In accordance with Title 5 §55520, new students who plan to enroll at the Los Angeles Community College District (LACCD) are to be provided with Core Matriculation Services: assessment, orientation, and counseling/advising services. Pursuant to Title 5 §55532, new students may be exempt from the assessment component of matriculation if certain criteria is met. **Students that have participated in Assessment Placement Services within the past two years or completed English and Math courses within the LACCD do not have to submit this form.** Assessment exemption is automatic at the time of admission application processing.

**Instructions**

- Please complete the information below, identifying **only one** reason for your assessment exemption request **with attached copies of required supporting documentation.**
- Submit form and documentation to the college admissions office.
- **Please allow a minimum of 10 business days for processing.**

**Student Information**

<b>Name:</b> _____			<b>Student ID #:</b> _____		
_____ Last	_____ First	_____ MI			
<b>Address:</b> _____			<b>DOB:</b> _____ LACCD Email: _____		
_____ Number	_____ Street	_____ Apt/Unit #			
_____ City	_____ State	_____ Zip Code	<b>Daytime Phone Number:</b> _____		

**Assessment Placement Services:**

I participated in Assessment Services at (Assessment Course Placements must be dated within the past 2 years):

_____ CA Community College	_____ Assessment Date
English/ESL Course Placement: _____	Math Course Placement: _____

**Note: This form clears course prerequisites met through a valid assessment placement process at another California Community College taken within the past two years.**

**Early Assessment Program (EAP):**

In high school, I participated in the Early Assessment Program (EAP) testing. (Acceptance of conditional status varies by college).

Ready for CSU or participating CCC college-level English courses

Ready for CSU or participating CCC college-level mathematics courses \_\_\_\_\_ EAP Date

**Note: This form clears course prerequisites met through EAP college-level placement.**

**Completion of both an English / ESL & Mathematic Course:**

Successful completion of the prerequisite course must be from institutions accredited by recognized regional accrediting organizations. Unofficial transcripts can be used for prerequisite petitions, but will not be used for academic or graduating purposes. Grades lower than "C" will not be considered.

I have successfully completed the following courses: \_\_\_\_\_ Regionally Accredited College or University

English/ESL Course: \_\_\_\_\_ Math Course: \_\_\_\_\_

**Note: This form clears course prerequisites met through completion of both English/ESL & Math courses outside the LACCD.**

I certify that the information provided is true and correct to the best of my knowledge. I understand that I still may participate in assessment services at a later date. I also understand that I can obtain information about college policies, procedures and services by visiting the college website.

**Student Signature:** \_\_\_\_\_ **Date:** \_\_\_\_\_

**FOR OFFICE USE ONLY:**

Assessment Exemptions		Prerequisite Clearance			
		Assessment/EAP Placement		Course Completion	
<input type="checkbox"/> Approved / Coding: ____ "O" = Exempt – Other District Criteria ____ "D" = Exempt – AA+ Degree	<input type="checkbox"/> Denied / Coding: ____ "N" = Non Exempt	English Placement:	Math Placement:	Equiv. English:	Equiv. Math:
Processed by: _____	Date: _____	Processed by: _____	Date: _____		
Notified by: _____	Date: _____	Notified by: _____	Date: _____		