ATTENTION NON-DEGREE STUDENTS
EFFECTIVE SPRING 2010 SEMESTER

New Registration Policy Regarding Prerequisites

Beginning with registration for spring 2010 courses, all non-degree students will need to verify that they have met course prerequisites before they will be permitted to register for courses that have prerequisite requirements.

As a non-degree student, you will now need to provide evidence that you satisfied the prerequisite by showing documentation such as prior transcripts, Regents examination scores, or other test scores, such as SAT, ACT or Advanced Placement scores. Additional information on acceptable test scores and prior course work can be found here.

If a course requires writing, reading, or mathematics as a prerequisite, and you cannot verify your level of skill in any of these areas through transcripts or test scores, you may opt to take SCCC’s college placement test (CPT). Please contact the Testing Office at your selected campus to set up an appointment to take the CPT and to ask further questions about the test.


If you have documentation which shows that a prerequisite was met, you can present this documentation, along with a prerequisite waiver request form, either in person or via email or fax to an academic dean. Please select the dean who is associated with the campus on which the desired course is offered (from the choices below). Note: Decisions on prerequisite approval may be e-mailed to your college e-mail account, so be sure you have activated your e-mail here on MySCCC. If you have questions concerning this policy or its procedures, please call the appropriate office number.

- Ammerman Campus: Dr. Sandra Susman Palmer
  Ammerman Building — 200A
  Phone: 631/451–4058  Fax: 631/451–4962
  prereqsa@sunysuffolk.edu

- Eastern Campus: Dean James Frost
  Peconic Building — 224
  Phone: 631/548–2562  Fax: 631/548–2694
  prereqse@sunysuffolk.edu

- Grant Campus: Dr. Randolph Manning
  Caumsett Hall — 100
  Phone: 631/851–6523  Fax: 631/851–6532
  prereqsg@sunysuffolk.edu