

CO-REQUISITE COURSE POLICY

I. Policy Section

7.0 Instruction

II. Policy Title and Number

7.21 Co-Requisite Course Policy

III. Policy Statement

A co-requisite course is a specific class that must be taken at the same time as another class (or, potentially prior to it). Co-requisites link two courses when the course material and learning objectives in one directly supports or complements the material and learning objectives in the other. The following principles apply:

- Students should be enrolled in both courses during the same semester and timeframe. To receive full benefit of the co-requisite structure, students should remain enrolled in and participate in both courses for the duration of the semester.
- The concepts learned in one course should be applied in and related to the other.
- Co-requisite courses are separate courses with unique grades.
 - Co-requisite courses do not share a single prefix and number and do not receive a single grade as these are lecture/lab courses as defined by the [7.13 Course Format and Credit Hour Policy](#).

This policy recognizes that students may encounter difficulties. When this happens, the following will apply in all co-requisite models:

- Students who successfully complete one co-requisite course, but not the other, will not be required to retake the course that was successfully completed.*
- If a student successfully** completes the co-requisite course that is a prerequisite to another course, the student will be allowed to take the next course regardless of whether both co-requisite courses were successfully completed.*

Withdrawal from co-requisite courses that follow the Support Model:

- Co-requisite courses that follow the Support Model above should be co-enrolled for the entire semester.
- Students who withdraw or are marked as stopped attending or never attended may be

withdrawn from or administratively dropped from both courses.

Withdrawal from co-requisite courses that do not follow the Support Model:

- Prior to completing 60% of the course, students who wish to withdraw or are marked as stopped attending or never attended, may be withdrawn from or administratively dropped from both co-requisite courses.
- Students who complete 60% of both co-requisite courses may petition the Registrar's Office or School Dean's Offices for assistance in withdrawing from one of the courses, while remaining in the other, prior to the 70% date.
- Students who are reported as stopped attending one of the co-requisite courses between the 60-70% dates will only administratively dropped from the reported course.
- After the 70% date, all courses are subject to the [7.10 Grading Policy](#).

* Prerequisites for some courses and programs expire and some support courses are offered only in a co-requisite format.

** In this case, success is defined as meeting the grade requirement for the subsequent class.

IV. Reason for the Policy

This policy standardizes the development and implementation of co-requisite courses across the institution. By establishing uniform guidelines for course development, scheduling, withdrawals, and subsequent course eligibility, this policy mitigates confusion and ensures consistency for students, faculty, and staff.

V. Entities Affected by the Policy

This policy affects all students, faculty, staff, and administrators participating in or managing co-requisite curriculum.

VI. Who Should Read this Policy

- Prospective students, parents, and guardians
- Faculty
- Staff

- Administrators

VII. Related Documents

GRCC Catalog

VIII. Contacts

Policy Owner: Associate Provost of Instructional Support and Institutional Planning and the Prerequisite and Placement Team (PaPT)

IX. Definitions

Co-requisite Course - Courses in which the course material and learning objectives in one directly supports or complements the material and learning objectives in the other. The concepts learned in one course should be applied in and related to the other. Students should be enrolled in both courses during the same semester and timeframe.

Lab Model - A curricular design where lecture and laboratory components are structured as distinct courses paired as co-requisites. The lecture provides the theoretical foundation necessary to understand and explain laboratory activities, while the hands-on laboratory experiences actively reinforce and deepen the student's understanding of the lecture concepts.

Learning Community Model - A curricular design that links two or more distinct courses taken by the same cohort of students in the same semester. This framework integrates assignments and themes across disciplines, fostering a collaborative peer network and deeper academic engagement to improve student belonging, retention, and success. These are linked course sections, not full courses.

Support Model - A curricular design that pairs a gateway course with a concurrent support course in the same semester. The primary course satisfies degree requirements immediately, while the support course addresses learning gaps and provides targeted preparation.

X. Procedures

Curriculum Development

Courses will be designated as co-requisites only if they meet the definition of co-requisite in IX. Definitions.

Scheduling

Courses designated as co-requisites should be scheduled so that students can enroll in both courses during the same semester and timeframe.

Student Progression

- 1) At the end of the semester, final grades are evaluated independently for both co-requisite courses.
- 2) For prerequisite purposes, a course is considered successfully completed only if the student meets or exceeds the specific minimum grade requirement required by the subsequent class (e.g., a grade of "C" or better, rather than just a passing grade).
- 3) If a student successfully completes one co-requisite course but not the other, the successful course does not need to be repeated, with one exception:
 - a) If the remaining uncompleted course is a support course that is only offered in a paired co-requisite format, the student may be required to re-enroll in the paired block of courses. The student would only need to retake the support course if they want their lowest attempted grade to be excluded from their GPA.
- 4) When a student attempts to register for a subsequent course, the system verifies the prerequisite status:
 - a) If the student successfully completed the specific co-requisite course that serves as the prerequisite, they are permitted to advance, regardless of the status of the other co-requisite course.
 - b) In some cases this approval is time-sensitive. Prerequisites for certain courses and programs expire after a designated timeframe. If the student delays progression, they may be required to retake the prerequisite course.

Student Course Withdrawals: Support Model Co-Requisite Withdrawal Process

For courses following the Support Model, students should remain co-enrolled for the entire duration of the semester. If the student initiates a withdrawal from one course or if the instructor of one co-requisite course marks the student as *Stopped Attending* or *Never Attended* in either course, the student may be withdrawn or administratively dropped from both courses simultaneously.

Student Course Withdrawals: Non-Support Model Co-Requisite Withdrawal Process

For all other co-requisite courses, the process is dictated by specific semester milestones:

Prior to the 60% Date of the Course:

If the student requests a withdrawal, or is flagged as *Stopped Attending / Never Attended* in either course. The student may be withdrawn or administratively dropped from both co-requisite courses.

Between the 60% and 70% Dates of the Course:

The 60–70% timeframe is calculated individually for each course using the course's start date and end date. During this time frame, independent withdrawals become possible through two distinct pathways:

- If a student wishes to drop only one co-requisite course but stay in the other, they must formally request assistance from the Registrar's Office or the School Dean's Office with the process. These offices will withdraw the student from both courses and re-enroll the student in the co-requisite that they wish to complete.
- If an instructor reports a student as *Stopped Attending* in only one course, the student will be administratively dropped only from that specific reported co-requisite course. They will remain enrolled in the other co-requisite course.

After the 70% Date of the Course:

- No further administrative drops or standard withdrawals are processed after the 70% date. All courses are strictly subject to the guidelines of the [7.10 Grading Policy](#).

XI. Forms

None

XII. Effective Date

Revised - Effective Fall 2026

XIII. Policy History

This policy was developed during the 2026/2027 academic year and was approved at AGC in March 2026.

XIV. Next Review/ Revision Date

2028/2029