



FREQUENTLY ASKED QUESTIONS FOR STUDENTS WHO HAVE ATTENDED COLLEGES OUTSIDE OF THE SAN MATEO COMMUNITY COLLEGE DISTRICT

Welcome to Skyline College! In order to make your transition to Skyline as smooth as possible, the Counseling Division has prepared this list of frequently asked questions. We wish that we could meet with you personally to answer all of your questions, but we hope that some of the information here will help you as you get started here.

1. I am a student from another college and I only want to take one or two courses here. I am taking the majority of my courses at my other school. How can I register?

Make sure you list your educational goal on your Skyline application as “Primarily attending another college/university and only taking classes at Skyline to meet those requirements”. If you incorrectly reported your educational goal on your application, you can request to change it at the Admissions and Records Office in Building 2. You will be given a date to register on Websmart at <https://websmart.smccd.edu/>. All course limitations and prerequisites still apply.

2. Do I need to attend an orientation?

The orientation is not required for students who are primarily attending another college or university. It is recommended that you complete the orientation if you make Skyline College your primary college.

3. Do I need to take a placement test?

If the course you wish to take has a prerequisite of English or Math, you will need to show that you have met the prerequisite. If you have never taken a placement test at another community college and have not taken a course that is equivalent to the prerequisite, you will need to take a placement test. See below if you believe that you have already met the prerequisite.

4. The class I want has a prerequisite. I completed the course and/or placement testing at another college. What do I do?

Go to <http://www.skylinecollege.edu/pdf/counseling/Prereq.pdf> and download the Prerequisite Equivalency Form or pick it up at the Information Center in Building 2. Attach an unofficial copy of your transcript to your form and submit both to the Information Center. If you are using test scores from other colleges, you must submit the scores with your form. Counselors will review your form within 24-48 hours. If your request is approved, you will be allowed to register for the course. You will be informed if your request is denied. You do NOT need an appointment.

5. The class I want has a prerequisite. I have not completed the prerequisite with a college course or through placement testing, but I have other related coursework or experience that I believe can satisfy the prerequisite. What do I do?

Go to <http://www.skylinecollege.edu/pdf/counseling/prereqchll.pdf> and download the Prerequisite Challenge Form or pick it up at the Information Center in Building 2. You can meet with a counselor on walk-in if you have questions about filing your request. You must turn in the form, along with a brief letter explaining your preparation for the course and documentation of your preparation to the appropriate Division Office. The registration block will be removed within 24 hours of submitting your petition. You may then access Websmart

to provisionally enroll in any open sections of the class you want. You will be notified within 5 business days if your request has been approved. If disapproved, you will be dropped from the course.

6. How do I know if the courses I took at another college would count toward the AA/AS here?

Make an appointment with a counselor through the Counseling Office. Due to high demand for services, we can not do AA/AS evaluations on drop-in.

7. How do I know if the courses I took at another college would count toward transfer to a university?

If you took a course at another California community college, you can check <http://assist.org> to see if courses taken there are transferable to UC or CSU campuses. It does not matter if Skyline offers a similar course or not. Click on the campus you took your course at. Then look under “Courses Applicable for Transfer” for a list of courses that are UC or CSU transferable and how they are used for IGETC or CSU GE. If you want to know if the courses you took at another school meet major requirements for your transfer school, click on “Agreements With Other Campuses” and look under the transfer school and major you are interested in.

CCSF STUDENTS WHO WISH TO TAKE ENGLISH AND/OR MATH HERE:

If you have already taken an ESL, English or Math placement test at CCSF or if you have already completed an ESL, English or Math course at CCSF, you do not need to retake the placement test here unless you want to. The following is a list of several CCSF courses and equivalent Skyline courses. This is not a complete list. To register for the correct course, follow the instructions found in Question #4 above.

CCSF Courses	SKYLINE Courses
ESL 120	Recommend Taking Placement Test
ESL 130	Recommend Taking Placement Test
ESL 140	Recommend Taking Placement Test
ESL 160	ESOL 830
ESL 170 (will be phased out)	ESOL 840
ENGL 93/94	ENGL 826/828 or ESOL 840
ENGL 96	ENGL 836/846 or ESOL 400
ENGL 1A	ENGL 100
ENGL 1C	ENGL 110 or 165
MATH E3 or E1 or 835	MATH 811
MATH 840	MATH 110 or 111+112
MATH 860	MATH 120 or 121+122
MATH 95	MATH 130
MATH 80	MATH 200
MATH 100A	MATH 241
MATH 110A	MATH 251