

**PLACEMENT RECIPROCITY
STUDENT REQUEST FORM**

The purpose of this form is to request equivalent placement into pre-college and college-level courses based on your placement at another Washington Community or Technical College. The following conditions must be met for the placement assessment to be considered:

1. The placement recommendation must have been made within the last 12 months.
2. If credit was granted for a course, then placement will be based on that course (an official transcript is needed).
3. The student must provide a copy of the document that provides specific placement recommendation information from the sending institution.

Name

SID

Year and Quarter

Community or Technical College where student received the placement results (attach your placement results)

Student Signature

Date

Prior to registering for classes--Return the completed form to:
Admissions or Registration in Room BE 1104, the *Enrollment Services Lobby*.
By Fax: 206 934-5563 or by mail:

SEATTLE CENTRAL COMMUNITY COLLEGE
REGISTRATION AND RECORDS
1701 Broadway, Rm 1104
Seattle, Wa 98122