

 **WENATCHEE VALLEY COLLEGE**
PLACEMENT RECIPROCITY REQUEST FORM

PURPOSE

The purpose of this form is to request equivalent placement into pre-college and college-level courses based on 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 (a transcript is needed).
3. The student must provide a copy of placement results and a document that provides specific placement recommendation information from the sending institution.

INSTRUCTIONS

1. Print clearly.
2. Attach placement results from another Washington Community or Technical College.
3. Attach documentation of specific placement recommendation information from the sending institution.
4. Before registering for classes, return completed form to your campus:
 - Wenatchee: the Educational Planning & Testing Center on the first floor of Wenatchi Hall or email it to placement@wvc.edu.
 - Omak: the front desk in the Administration Building or email it to havila@wvc.edu or cmartin@wvc.edu.

STUDENT INFORMATION

Name _____
Last First Middle

Student ID _____ Date of Birth _____

Email _____ Phone _____

Washington Community or Technical College where you received the placement results

Student Signature _____ Date _____

Wenatchee Valley College is committed to a policy of equal opportunity in employment and student enrollment. All programs are free from discrimination and harassment against any person because of race, creed, color, national or ethnic origin, sex, sexual orientation, gender identity or expression, the presence of any sensory, mental, or physical disability, or the use of a service animal by a person with a disability, age, parental status or families with children, marital status, religion, genetic information, honorably discharged veteran or military status or any other prohibited basis per RCW 49.60.030, 040 and other federal and state laws and regulations, or participation in the complaint process. The following persons have been designated to handle inquiries regarding the non-discrimination policies and Title IX compliance for both the Wenatchee and Omak campuses: To report discrimination or harassment: Title IX Coordinator, Wenatchi Hall 2322M, (509) 682-6445, title9@wvc.edu. To request disability accommodations: Student Access Director, Wenatchi Hall 2133, (509) 682-6854, TTY/TTD: dial 711, sas@wvc.edu.