Section I: BASIC COURSE INFORMATION

Outline Status: Approved Outline

1. **COLLEGE**: EAST LOS ANGELES COLLEGE

2. **SUBJECT**: MATHEMATICS

3. **COURSE NUMBER**: 115

4. **COURSE TITLE**: ELEMENTARY ALGEBRA

5. **UNITS**: 5

6. **CATALOG COURSE DESCRIPTION**:

   This course covers the fundamentals of beginning algebra. Topics include signed numbers, evaluation of algebraic expressions, exponents, solving equations, polynomials, factoring, rational expressions, radicals, quadratics, graphs, systems of equations, inequalities, and applications.

7. **CLASS SCHEDULE COURSE DESCRIPTION**:

   This course covers the fundamentals of beginning algebra. Topics include signed numbers, evaluation of algebraic expressions, exponents, solving equations, polynomials, factoring, rational expressions, radicals, quadratics, graphs, systems of equations, inequalities, and applications.

8. **INITIAL COLLEGE APPROVAL DATE**:

9. **LAST UPDATE DATE**: 4/24/12

10. **CLASS HOURS**:

<table>
<thead>
<tr>
<th></th>
<th>Standard Hrs Per Week (based On 18 weeks)</th>
<th>Total Hrs per Term (hrs per week x 18)</th>
<th>Units</th>
</tr>
</thead>
<tbody>
<tr>
<td>Lecture:</td>
<td>5</td>
<td>90</td>
<td>5</td>
</tr>
<tr>
<td>Lab/Activity (w/ homework):</td>
<td>0</td>
<td>0</td>
<td>0</td>
</tr>
<tr>
<td>Lab/Activity (w/o homework):</td>
<td>0</td>
<td>0</td>
<td>0</td>
</tr>
<tr>
<td><strong>Totals:</strong></td>
<td></td>
<td></td>
<td>5</td>
</tr>
<tr>
<td></td>
<td>Lecture: 5</td>
<td>Lecture: 90</td>
<td>Lecture: 5</td>
</tr>
<tr>
<td></td>
<td>Lab: 0</td>
<td>Lab: 0</td>
<td>Lab: 0</td>
</tr>
<tr>
<td></td>
<td>Total: 5</td>
<td>Total: 90</td>
<td>Total: 5</td>
</tr>
</tbody>
</table>

**Totals In Protocol**

|                     | Lecture: 5                              | Lecture: 90                           | Lecture: 5 |
|                     | Lab: 0                                  | Lab: 0                                | Lab: 0 |
|                     | Total: 5                                | Total: 90                             | Total: 5 |

11. **PREREQUISITES, COREQUISITES, ADVISORIES ON RECOMMENDED PREPARATION, and LIMITATION ON ENROLLMENT**:

   Note: The LACCD's Policy on Prerequisites, Corequisites and Advisories requires that the curriculum committee take a separate action verifying that a course’s prerequisite, corequisite or advisory is an ‘appropriate and rational measure of a student’s readiness to enter the course or program’ and that the prerequisite, corequisite or advisory meets the level of scrutiny delineated in the policy.
**PREREQUISITES: Yes**

<table>
<thead>
<tr>
<th>Subject</th>
<th>Number</th>
<th>Course Title</th>
<th>Units</th>
<th>Validation Approval Date</th>
</tr>
</thead>
<tbody>
<tr>
<td>MATHEMATICS</td>
<td>110</td>
<td>INTRODUCTION TO ALGEBRAIC CONCEPTS</td>
<td>5</td>
<td>4/30/12</td>
</tr>
<tr>
<td>Or</td>
<td>MATHEMATICS</td>
<td>112</td>
<td>PRE-ALGEBRA</td>
<td>3</td>
</tr>
<tr>
<td>Or</td>
<td>MATHEMATICS</td>
<td>102</td>
<td>DEVELOPMENTAL MATHEMATICS I</td>
<td>6</td>
</tr>
</tbody>
</table>

**COREQUISITES: No**

**ADVISORIES: Yes**

<table>
<thead>
<tr>
<th>Subject</th>
<th>Number</th>
<th>Course Title</th>
<th>Units</th>
<th>Validation Approval Date</th>
</tr>
</thead>
<tbody>
<tr>
<td>MATHEMATICS</td>
<td>107</td>
<td>HOW TO DO WORD PROBLEMS</td>
<td>1</td>
<td>4/30/12</td>
</tr>
</tbody>
</table>

12. **OTHER LIMITATIONS ON ENROLLMENT:** (See Title 5, Section 58106 and Board Rule 8603 for policy on allowable limitations. Other appropriate statutory or regulatory requirements may also apply):

N/A
### Section II: COURSE CONTENT AND OBJECTIVES

#### 1. COURSE CONTENT AND OBJECTIVES:

<table>
<thead>
<tr>
<th>COURSE CONTENT AND SCOPE - Lecture: Outline the topics included in the lecture portion of the course (Outline reflects course description, all topics covered in class).</th>
<th>Hours per topic</th>
<th>COURSE OBJECTIVES - Lecture: Upon successful completion of this course, the student will be able to. (Use action verbs - see Bloom's Taxonomy for 'action verbs requiring cognitive outcomes.')</th>
</tr>
</thead>
<tbody>
<tr>
<td>Foundations of algebra: Number sets and the structure of algebra, fractions, and adding and subtracting real numbers. Properties of real numbers, multiplying and dividing real numbers, exponents, roots, and order of operations. Translating word phrases to expressions and evaluating and rewriting expressions.</td>
<td>8</td>
<td>Understand the foundations of algebra, apply the basic operations of arithmetic to real numbers using the order of operations, translate word phrases into expressions, evaluate and rewrite expressions.</td>
</tr>
<tr>
<td>Solving linear equations and inequalities: Equations, formulas and the problem-solving process. The addition principle, the multiplication principle, and applying the principles to formulas. Translating word sentences to equations and solving linear inequalities.</td>
<td>10</td>
<td>Solve linear equations and inequalities using the addition and multiplication principles, apply those principles to formulas, translate word sentences to equations.</td>
</tr>
<tr>
<td>Problem solving: Ratios and proportions, percents, problems with two or more unknowns, rates, investment, and mixture.</td>
<td>9</td>
<td>Solve problems involving ratios and proportions, percents, two unknowns, rates, investments or mixtures.</td>
</tr>
<tr>
<td>Graphing linear equations and inequalities: The rectangular coordinate system, graphing linear equations, graphing using intercepts, slope-intercept form, point-slope form, and graphing linear inequalities.</td>
<td>12</td>
<td>Graph linear equations and inequalities, understand the rectangular coordinate system, graph linear equations using intercepts, graph linear equations given in slope-intercept form, graph linear equations given in point-slope form, graph linear inequalities.</td>
</tr>
<tr>
<td>Systems of equations in two variables: Solving systems of linear equations graphically, solving systems of linear equations by substitution, and solving systems of linear equations by elimination.</td>
<td>10</td>
<td>Solve systems of equations in two variables graphically, by the substitution method, or by the elimination method.</td>
</tr>
<tr>
<td>Polynomials: Exponents and scientific notation, introduction to polynomials, adding and subtracting polynomials, exponent rules and multiplying monomials, multiplying polynomials. Special products, exponent rules, and dividing polynomials.</td>
<td>12</td>
<td>Understand exponents and scientific notation, understand what a polynomial is, add, subtract, multiply and divide polynomials, recognize special products.</td>
</tr>
<tr>
<td>Factoring: Greatest common factor and factoring by grouping. Factoring trinomials of the form x^2 +bx+c, factoring trinomials of the form ax^2+bx+c, where a is not 1, factoring special products, strategies for factoring, solving quadratic equations by factoring, radical expressions, simplifying radicals, and solving quadratic equations using the quadratic formula.</td>
<td>15</td>
<td>Find the greatest common factor, factor by grouping, factor trinomials, factor special products, learn strategies for factoring, solve quadratic equations by factoring, work with radical expressions, solve quadratic equations using the quadratic formula.</td>
</tr>
<tr>
<td>Rational expressions and equations: Simplifying rational expressions, multiplying and dividing rational expressions, adding and subtracting rational expressions with the same denominator, adding and subtracting rational expressions with different denominators, complex rational expressions, solving equations containing rational expressions, and applications with rational expressions.</td>
<td>12</td>
<td>Simplify rational expressions, multiply, divide, add and subtract rational expressions, simplify complex rational expressions, solve equations involving rational expressions, use rational expressions in applications.</td>
</tr>
<tr>
<td>Final examination.</td>
<td>2</td>
<td>Final examination.</td>
</tr>
</tbody>
</table>
1. (cont'd) LAB:

<table>
<thead>
<tr>
<th>COURSE CONTENT AND SCOPE - Lab: Outline the topics included in the laboratory portion of the course (Outline reflects course description, all topics covered in class).</th>
<th>Hours per topic</th>
</tr>
</thead>
<tbody>
<tr>
<td>COURSE OBJECTIVES - Lab: Upon successful completion of this course, the student will be able to.. (Use action verbs - see Bloom's Taxonomy for 'action verbs requiring cognitive outcomes.')</td>
<td></td>
</tr>
</tbody>
</table>

| Total: 0 | Total Hrs In Protocol: 0 |

Essential Academic Skills: Reading and Communication

2. REQUIRED TEXTS:

Provide a representative list of textbooks and other required reading; include author, title and date of publication:


3. READING ASSIGNMENTS:

If applicable, reading assignments in this course may include but are not limited to the following:

None.

4. WRITING ASSIGNMENTS:

Writing assignments, as required by Title 5, in this course may include, but are not limited to the following:

If the cost, c, of shipping a 3-lb package of CDs was $2.93 and shipping a 6-lb package of CDs was $3.98 using the media mail rate of the U.S. Postal Service, graph the data and determine an equation for the related line. Let c = cost in dollars and w = weight in pounds. Calculate the cost of shipping a 10-lb package at this rate.

Essential Academic Skills: Critical Thinking and Other Course Components

5. REPRESENTATIVE ASSIGNMENTS THAT DEMONSTRATE CRITICAL THINKING:

Provide examples of assignments, as required by Title 5, that demonstrate critical thinking.

An assignment that would require critical thinking and the synthesis of several ideas would be to: Write an equation
of the line that is parallel to the graph of $2x - 5y = 6$ and has the same y-intercept as the graph of $3x + y = 9$.

6. SELF-REFLECTIVE LEARNING:

If applicable, describe how students will reflect on their development as active learners. Provide representative examples below.

N/A

7. COMPUTER COMPETENCY:

If applicable, explain how computer competency is included in the course.

N/A

8. INFORMATION COMPETENCY:

If applicable, explain how information competency is included in the course.

N/A

Evaluation and Instruction

9. REPRESENTATIVE OUTSIDE ASSIGNMENTS (Homework):

Out of class assignments may include, but are not limited to the following:

A typical homework problem involving solving a linear equation would be: The first angle of a triangle is four times as large as the second. The measure of the third angle is 30 degrees less than that of the second. How large are the angles?

10. METHODS OF EVALUATION:

Title 5, section 55002 requires grades to be 'based on demonstrated proficiency in subject matter and the ability to demonstrate that proficiency, at least in part, by means of essays, or, in courses where the curriculum committee deems them to be appropriate, by problem solving exercises or skills demonstrations by students.' Methods of evaluation may include, but are not limited to the following (please note that evaluation should measure the outcomes detailed 'Course Objectives' at the beginning of Section II):

Homework, classwork, quizzes, midterm examinations, and final examination.

11. METHODS OF INSTRUCTION:

Methods of instruction may include, but are not limited to the following.
12. **SUPPLIES:**

List the supplies the student must provide.

A scientific calculator is recommended.

13. **DIVERSITY:**

If applicable, explain how diversity (e.g., cultural, gender, etc.) is included in the course.

Not applicable.

13. **SCANS COMPETENCIES:**

(required for all courses with vocational TOP Codes; recommended for all courses)

**SCANS** (Secretary’s Commission on Necessary Skills) are skills the Department of Labor identified, in consultation with business and industry leaders, which reflect the skills necessary for success in the workplace. Check the appropriate boxes to indicate the areas where students will develop the following skills (please note that all SCANS competencies do not apply to all courses):

**RESOURCES**

- **Managing Time:** Selecting relevant goal-related activities, ranking them in order of importance, allocating time to activities, and understanding, preparing and following schedules.

- **Managing Money:** Using or preparing budgets, including making cost and revenue forecasts; keeping detailed records to track budget performance, and making appropriate adjustments.

- **Managing Material and Facility Resources:** Acquiring, storing, allocating, and distributing materials, supplies, parts, equipment, space or final products in order to make the best use of them.

**INTERPERSONAL**

- **Participating as Member of a Team:** Working cooperatively with others and contributing to group's efforts with ideas, suggestions and effort.

- **Teaching Others New Skills:** Helping others learn needed knowledge and skills.
Exercising Leadership: Communicating thoughts, feelings, and ideas to justify a position, encouraging, persuading, convincing or otherwise motivating an individual or group, including responsibly challenging existing procedures, policies or authority.

Negotiating: Working toward agreement that may involve exchanging specific resources or resolving divergent interests.

Working with Cultural Diversity: Working well with men and women and with people from a variety of ethnic, social, or educational backgrounds.

INFORMATION

Acquiring and Evaluating Information: Identifying a need for data, obtaining the data from existing sources or creating them, and evaluating their relevance and accuracy.

Organizing and Maintaining Information: Organizing, processing and maintaining written or computerized records and other forms of information in a systematic fashion.

Interpreting and Communicating Information: Selecting and analyzing information and communicating the results of others, using oral, written, graphic, pictorial, or multimedia methods.

Using Computers to Process Information: Employing computers to acquire, organize, analyze and communicate information.

SYSTEMS

Understanding Systems: Knowing how social, organizational and technological systems work and operating effectively with them.

Monitoring and Correcting Performance: Distinguishing trends, predicting impacts of actions on system operations, diagnosing deviations in the functioning of a system/organization, and taking necessary steps to correct performance.

Improving or Designs Systems: Making suggestions to modify existing systems in order to improve the quality of products or services and developing new or alternative systems.

TECHNOLOGY

Selecting Technology: Judging which sets of procedures, tools or machines, including computers and their programs, will produce the desired results.

Applying Technology to Tasks: Understanding overall intent and proper procedures for setting up and operating machines, including computers and their reprogramming systems.

Maintaining and Troubleshooting Equipment: Preventing, identifying, or solving problems with equipment, including computers and other technologies.
Section III: RELATIONSHIP TO COLLEGE PROGRAMS

1. THIS COURSE WILL BE AN APPROVED REQUIREMENT FOR AN APPROVED ASSOCIATE DEGREE OR CERTIFICATE PROGRAM: Yes

   a. If yes, the course will be a restricted elective portion of the 'approved program' listed on the State Chancellor's Inventory of Approved Programs (approved programs can be found on the State Chancellor's Office website at https://misweb.cccco.edu/webproginv/prod/invmenu.htm)

   Community Health Worker AS - Program: 126100 State ID: 08268
   International Trade Certificate - Program: 050800 State ID: 02436
   Medical Assistant AS - Program: 120800 State ID: 02456

2. GENERAL EDUCATION REQUIREMENTS FOR THE ASSOCIATE DEGREE STATUS:

   a. Area Requested: None

      Approval Date:

      If applicable, provide an explanation of how the course meets the General Education parameters for one of the five general education areas - Natural Sciences, Social and Behavioral Sciences, Humanities, Language and Rationality, Health and Physical Education -- contained in Board Rule 6201.14 -General Education Requirements. http://marlin.laccd.edu/district/BoardRules_AdmRegs/boardrules.htm

   b. Area Requested: None

      Approval Date:

      If applicable, provide an explanation of how the course meets the General Education parameters for one of the five general education areas - Natural Sciences, Social and Behavioral Sciences, Humanities, Language and Rationality, Health and Physical Education -- contained in Board Rule 6201.14 -General Education Requirements. http://marlin.laccd.edu/district/BoardRules_AdmRegs/boardrules.htm
Section IV: ARTICULATION INFORMATION
(Complete in consultation with College Articulation Officer)

1. TRANSFER STATUS:

   a. Transferable to the University of California: No
   b. UC Approval Date: 
   c. Transferable to the California State University: No
   d. College Approval Date: 

2. GENERAL EDUCATION FOR TRANSFER:

   **IGETC Certification**
   a. Area Requested:
   b. Date Requested:
   c. IGETC Approval Date:

   If applicable, provide an explanation of how the course meets the appropriate General Education parameters, as defined in IGETC Certification Guidelines.

   **CSU Certification**
   a. Area Requested:
   b. Date Requested:
   c. CSU Approval Date:

   If applicable, provide an explanation of how the course meets the appropriate General Education parameters, as defined in CSU Certification Guidelines.

   a. 2nd Area Requested:
   b. Date Requested:
   c. IGETC Approval Date:

   If applicable, provide an explanation of how the course meets the appropriate General Education parameters, as defined in IGETC Certification Guidelines.

   a. 2nd Area Requested:
   b. Date Requested:
   c. CSU Approval Date:

   If applicable, provide an explanation of how the course meets the appropriate General Education parameters, as defined in CSU Certification Guidelines.

3. MAJOR REQUIREMENT FOR TRANSFER:

   Will this course be articulated to meet lower division major requirements?:

   List college/university and the majors:

   **CAN NUMBER: **
   **CAN SEQUENCE #:**

   CAN Approval -
   Date requested: Date approved:
Section V: SUPPLEMENTAL COURSE INFORMATION

1. DEPT/DIVISION NAME: Mathematics

2. DEPT/DIVISION CODE: 56

3. SUBJECT CODE: 589

4. SUBJECT ABBREVIATION: MATH

5. RECOMMENDED MINIMUM QUALIFICATION AREA:

6. ABBREVIATION FOR TRANSCRIPTS: ELEMENTARY ALGEBRA

7. DEGREE CREDIT:

Indicate whether the course meet the 'standards for approval' for degree credit course set forth in Title 5, section 55002(a)(2), which requires the course to have a degree of intensity, difficulty, and vocabulary that the curriculum committee has determined to be at the college level: Degree Applicable

8. GRADING METHOD: LETTER GRADE

9. REPETITIONS: # of times repeated for credit: 0

If this course is repeatable, explain how repetition of this course meets Title 5, section 55041(c)(2)(B):

10. PRIOR TO TRANSFERABLE LEVEL:

This course attribute applies to English, Writing, ESL, reading and mathematics courses ONLY. If applicable, indicate how many levels below the transferable level this course should be placed: two levels below the transferable level

11. CREDIT BASIC SKILLS:

Title 5, section 55000(j) defines basic skills as 'courses in reading, writing, computation, and English as a Second Language, which are designated as non-degree credit courses pursuant to Title 5, section 55002(b).': No

12. CROSS REFERENCE:

Is this course listed as equivalent in content to existing College/District courses in another discipline?: No

If Yes, list courses (documentation of cross-discipline agreement must be provided):

13. COURSE SPECIFICALLY DESIGNED FOR STUDENTS W/ DISABILITIES:

Title 5, section 56029 allows a course to be repeatable when continuing success of the students with disabilities is dependent on additional repetitions of a specific class. Is this course designated as an 'approved special class' for students with disabilities?: No

If yes, provide an explanation of how this course meets the requirements of Title 5, section 56029:
14. **COOPERATIVE EDUCATION STATUS:**

Title 5, section 55252 allows for two types of Cooperative Education: 1) General Work Experience Education -- i.e., supervised employment, which is intended to assist students in acquiring desirable work habits, attitudes and career awareness, which need not be related to the students’ educational goals; or 2) Occupational Work Experience Education - i.e., supervised employment, extending classroom based occupational learning at an on-the-job learning station, which is related to the students' educational or occupational goal. Is this course part of the college’s approved cooperative work experience education program? **No**

15. **COURSE CLASSIFICATION:** **Credit Course**

Note: A course’s Classification, TOP Code and SAM code must be aligned e.g., Courses with an 'Occupational' Course Classification must have an 'Occupational' TOP Code and a SAM Code of A, B, C, or D; courses that do not have an 'Occupational' Course Classification cannot have an Occupational TOP Code and must have an 'E' SAM Code. Courses coded as ‘basic skills’ in #11 should be coded 'Adult and Secondary Basic Skills.'

16. **TOP CODE** - (6 digits XXXX.XX): **1701.00**

Course content should match discipline description in Taxonomy of Programs found at [http://ecd.laccd.edu/TaxonomyOfPrograms.pdf](http://ecd.laccd.edu/TaxonomyOfPrograms.pdf) [curriculum.htm](http://ecd.laccd.edu/TaxonomyOfPrograms.pdf)

17. **SAM CODE** (Student Accountability Model): **E**

18. **FUNDING AGENCY CODE:**

19. **STATE COURSE ID:**
### Section VI: APPROVAL STATUS

1. **APPROVAL STATUS:**

<table>
<thead>
<tr>
<th></th>
<th>Approval Date Of</th>
<th>Board Date</th>
<th>Requested Effective Semester</th>
<th>Approved Effective Semester</th>
</tr>
</thead>
<tbody>
<tr>
<td>a.</td>
<td>New Course</td>
<td>College:</td>
<td>Board: 10/20/95</td>
<td>Effective Semester:</td>
</tr>
<tr>
<td>b.</td>
<td>Addition of Existing District Course</td>
<td>College:</td>
<td>Board:</td>
<td>Effective Semester:</td>
</tr>
<tr>
<td>c.</td>
<td>Course Change*</td>
<td>College:</td>
<td></td>
<td>Effective Semester:</td>
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<tr>
<td>d.</td>
<td>Outline Update</td>
<td>College: 4/30/12</td>
<td></td>
<td>Effective Semester:</td>
</tr>
<tr>
<td>e.</td>
<td>New Course</td>
<td>College:</td>
<td></td>
<td>Effective Semester:</td>
</tr>
<tr>
<td>f.</td>
<td>New Course</td>
<td>College:</td>
<td>Board:</td>
<td>Effective Semester:</td>
</tr>
</tbody>
</table>

* Changes to a course require the completion of a 'Course Change Request' form and approval by the college's Curriculum Committee. In some cases districtwide approval is also required; see, Administrative Regulation E-65, section 3(c) for details.
Section VII: APPROVAL INFORMATION FOR NEW OR ADDED COURSES
(complete in consultation with Department Chair and the appropriate Academic Administrator)

1. ORIGINATOR: Wardinski, Steve L.

2. DEPARTMENT: 56

3. IF THIS IS A NEW COURSE, INDICATE HOW THE COLLEGE PLANS TO MEET THE EXPENSE OF THIS COURSE:

☐ By additional funds. Describe:

☐ By deleting courses from the college catalog and course database. List specific courses to be deleted:

☐ By deleting sections of existing course. List courses and number of sections to be deleted:

FIRST YEAR:    SECOND YEAR:    THIRD YEAR:

☐ By rotating sections of existing courses. List courses and number of sections to be rotated, as well as the semesters in which they will be offered:

4. IMPACT

IMPACT -- Will this course directly impact other course offerings and/or associate degree or certificate programs on campus? (If yes, briefly explain how)

5. METHOD OF SUPPORT

-- Indicate how the college plans to support the proposed course:

A. Additional staff -- List additional staff needed:

B. Classroom -- List classroom type needed:

C. Equipment -- List new equipment needed and indicate funding source for any new equipment:

D. Supplies- List supplies and indicate dollar value:

E. Library/Learning Resources- The course initiator shall consult with the College Librarian and review the college library,
book, periodical, and electronic resource collections relevant to this course. List additional titles and resources to be considered for purchase as funding permits:
CERTIFICATION AND RECOMMENDATION

- This course meets Title 5 requirements for Associate Degree applicable college credit towards an Associate Degree.

- This course meets Title 5 requirements but does not satisfy the requirements for an Associate Degree applicable course.

We certify that the information and answers above properly represent this course.

<table>
<thead>
<tr>
<th></th>
<th>Date</th>
</tr>
</thead>
<tbody>
<tr>
<td>Originator</td>
<td></td>
</tr>
<tr>
<td>Department/Cluster Chairperson</td>
<td></td>
</tr>
<tr>
<td>Articulation Officer</td>
<td></td>
</tr>
<tr>
<td>Librarian</td>
<td></td>
</tr>
<tr>
<td>Dean (if applicable)</td>
<td></td>
</tr>
<tr>
<td>Curriculum Committee Chairperson</td>
<td></td>
</tr>
<tr>
<td>Academic Senate President</td>
<td></td>
</tr>
<tr>
<td>Vice President, Academic Affairs</td>
<td></td>
</tr>
<tr>
<td>College President</td>
<td></td>
</tr>
<tr>
<td>SLO Addendum</td>
<td>Description</td>
</tr>
<tr>
<td>---------------------</td>
<td>--------------------------------</td>
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<tr>
<td>General</td>
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<tr>
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