

Pre-Requisite Enforcement (Extended Booking Rules)

Pre-requisites, Co-requisites, and
Conditional Booking

What are Course Pre-requisites (Extended Booking Rules)

Extended Booking Rules, more commonly known as **Pre-requisites**, can be applied at the course level to restrict enrollment based on completion of a certain course or on the achievement of certain test scores, grades, or high school GPA.

Pre-requisites can be either **ON for all sections** of a course or **OFF for all sections** of a course. They cannot be applied section by section, and they cannot be applied on a term-by-term basis.

Course pre-requisites **are not** enforced by default. Enforcement must be requested by each department during the event planning period.

If a course has an approved pre-requisite enforced, further pre-requisites can be added only if adding the new them will make it less restrictive for students to register for the course. Pre-requisites cannot be added or removed from a course if doing so will make it more restrictive for students to register.

Course pre-requisites operate independently of Controlled Enrollment and/or Booking Rules. A course can have a Pre-requisite, a Booking Rule, and Controlled Enrollment all at the same time.

Step 1: To determine whether a course has any approved pre-requisites, you can look up the course in the Course Catalog and check for any Pre-reqs listed under the course title.

ENT 360 Genetics 3.0 Credits

Prereq: [BIO 148](#), [BIO 152](#) and [CHE 105](#) or consent of instructor.

Same as [ABT 360](#)

Credit from this course applies to the following programs: Undergraduate

Step 2: You can use the Class Restrictions Details report in Tableau to determine whether a course has an enforced pre-requisite.

The image shows two screenshots of the Tableau interface. The left screenshot displays the 'Course and Instructor Reports' dashboard. A red arrow points to the 'Class Restrictions' report in a list. The right screenshot shows the 'Class Restrictions' dashboard, with a red arrow pointing to the 'Class Details' view in a list of views. A red arrow also connects the two screenshots, indicating the navigation path.

Type	Name	Actions	Value	Owner
<input type="checkbox"/>	Class Grades	...		Thuringer, Chris
<input type="checkbox"/>	Class Restrictions	...		Albers, Shelby D.
<input type="checkbox"/>	Class Sections with Open Seats	...		Albers, Shelby D.
<input type="checkbox"/>	Course Capacities	...		Albers, Shelby D.

Type	Name
<input type="checkbox"/>	Class Details
<input type="checkbox"/>	Class Extended Bookings
<input type="checkbox"/>	Section Booking Rules

NOTE: If you are unable to access these reports in Tableau, you can request access by submitting the access request form on the Tableau website: [Tableau Server Access](#)

Step 3: You can filter the report by Term, College, Prefix, etc. as needed to narrow down results. To see whether the selected courses have enforced pre-requisites, use the “Has Extended Booking” filter.

Class Details

To download to Excel, select 'Download' in top right corner then 'Crosstab'.

Academic Term Fall 2021	Class College (All)	Class Prefix (All)	Class Department (All)	Class (All)	Undergraduate Or Graduate... (All)	Class Level (All)	Is Uk Core (All)	Is Cross Listed Class (All)	Has Extended Booking (All) N Y
Section (All)	Is Cancelled Section (All)	Is Part Of Term Section (All)	Section Delivery Mode (All)	Section Location (All)	Is Available for Web Registr... (All)	Is Honors Section ? (All)	Enrollment (All)	Has Booking Rule (All)	
Event Type (All)	Event Delivery Mode (All)	Is Time Independent Event (All)	Has A Meeting Pattern (All)	Event Location (All)	Building (All)				

Step 4: This report can be downloaded for easier viewing. Click anywhere in the rows of data, then click “Download”. Select the “Crosstab” option in the pop-up window.

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nd Sec... Workbook Overview

Department (All)	Class (All)	Undergraduate Or Graduate... (All)	Class Level (All)	Is Uk Core (All)	Is Cross Listed Class (All)	Has Extended Booking Y
on Delivery Mode (All)	Section Location (All)	Is Available for Web Registr... (All)	Is Honors Section ? (All)	Enrollment (All)	Has Booking Rule (All)	Is Controlled Enrollment Se... (All)
A Meeting Pattern (All)	Event Location (All)	Building (All)				

Uk Core	Cross Listed Classes	Section	tion	Section Location	Section Optimum Capacity	Is Available for Web Registration	Is Controlled Enrollment Section	Has Booking Rule	Has Extended Booking	Event Type	Event Id	Event Delivery Mode	Event Date
	Null	Section 001	ditional	Main Campus - Lexington	40	Y	N	Y	Y	LEC	96336442	Traditional	8/28
	ENT 360	Section 001	ditional	Main Campus - Lexington	65	Y	N	N	Y	LEC	96336411	Traditional	8/24
	ENT 460	Section 001	ditional	Main Campus - Lexington	39	Y	N	N	Y	LEC	96343407	Traditional	8/23
	Null	Section 001	ditional	Main Campus - Lexington	21	Y	N	Y	Y	LEC	96336443	Traditional	8/24

Download

Select your file format.

Image

Data

Crosstab

PDF

PowerPoint

Tableau Workbook

Step 5: Once you've determined which courses do and do not have pre-requisites enforced, you can use the Class Extended Booking Report to see what those pre-requisites are.

Course and Instructor Reports ☆ ⓘ ...
 Owner: **Starkey, Mary Kathryn**
 Project Owner: Nathan Congleton

New ▾ Select All

Type	Name
<input type="checkbox"/> ☆ [Icon]	Class Grades
<input type="checkbox"/> ☆ [Icon]	Class Restrictions
<input type="checkbox"/> ☆ [Icon]	Class Sections with Open Seats



Class Restrictions ☆ ⓘ ...
 Owner: **Albers, Shelby D.** Modified: Oct 13, 2020, 5:32 PM

Edit Workbook

Views: 5 | Data Sources: 1 | Connected Metrics: 0 | Subscriptions: 0

Select All

Type	Name
<input type="checkbox"/> ☆ [Icon]	Class Details
<input type="checkbox"/> ☆ [Icon]	Class Extended Bookings
<input type="checkbox"/> ☆ [Icon]	Section Booking Rules

This report can also be filtered and downloaded as needed.

Class Extended Bookings

To download to Excel, select 'Download' in top right corner then 'Crosstab'.

Academic Term: Fall 2021 | Class College: (All) | Class Prefix: (All) | Class Department: (All) | Class: (All) | Undergraduate Or Graduate...: (All)

Has Minimum Grade Requir...: (All) | Has Prerequisite Requirement: (All) | Has Test Score Requirement: (All) | Has Corequisite Requirement: (All)

Academic Term	Class College	Department	Class	Prerequisite Note	Requirement	Requirement Sequence Number	Conditional Booking Allowed	And Or	Number Of P rerequisites	Prerequisite Classes	Prerequisite Minimum Grade Class	Prerequisite Minimum Grade	Prerequisite Test Type	Prerequisite Test Operator	Prerequisite Test Score
Fall 2021	Ag, Food and Environment	Agr Economics	AEC 300	Prereq: ECO 201	AEC 300 Prerequisites	000001	Y		01	ECO 201	Null	Null	Null	Null	Null
			AEC 301	Prereq: Standing in Agricultural Economics and a C or higher in ECO 201	AEC 301 Prerequisites	000001	Y		Null	Null	ECO 201	C	Null	Null	Null
			AEC 302	Prereq: "C" or better in ECO 201.	AEC 302 Prerequisites	000001	Y		Null	Null	ECO 201	C	Null	Null	Null
			AEC 303	Prereq: "C" or better in ECO 201 and "C" or better in MA 123 or MA 113.	AEC 303 Prerequisites	000001	Y		Null	Null	ECO 201	C	Null	Null	Null

Step 6: Once you've determined which courses do and do not have pre-requisites enforced, and which pre-requisites will need to be added, you can send requests for any necessary pre-requisites to course.scheduling@uky.edu so that our team can enter them into the system.

IMPORTANT REMINDERS:

Pre-requisites can be a single course, multiple courses, or grade in a previous course.

Co-requisites require students to register for a certain course before being able to register for the course.

Conditional Booking is defaulted to ON – this allows students to register in the course as long as they have either completed or are currently completing the pre-requisite course(s). If **Conditional Booking** is turned OFF, students will be required to have fully completed the pre-requisite course(s) before they'll be able to register for the course.

Questions?

Contact **Course Scheduling** at
course.scheduling@uky.edu