



Important Facts on Concurrent and Partnership Enrollment

1) *Admission Regulations*

Students must have completed the 10th grade and are allowed to enroll in one course per college semester at this time. Physical Education activity courses will not be permitted for concurrent enrollment. High Schools in a partnership agreement may have alternative or other specific enrollment guidelines. The course must be advanced scholastic or technical (college degree applicable). The course should not be available at the school of attendance and the student cannot be claimed for ADA during the time they are in the college course. Principals certify that students are enrolled in conformity with the California Education Code. High school students taking college classes on campus are required to pay both the enrollment and health fees. Student enrolled in special high school partnership programs will have their enrollment fess waived.

2) *Student Safety and Responsibilities*

Minor students taking classes at the community college are expected to take primary responsibility for their own safety and conduct. No supervision is provided while on the college campus. The community college campus is an open campus and is an adult learning environment. Curriculum and college processes will not be changed to accommodate students. Students must act on their own behalf. Parents, guardians, or relatives of the student are not permitted to enroll, drop or add classes on behalf of the student. Students must comply with all policies of the district including the Student Code of Conduct (Board of Trustees Policy BP 3100, *Student Rights, Responsibilities and Administrative Due Process*). Copies are available online or at the Student Affairs office.

3) *Student Records*

Under Section 49061 of the California Education Code, parents of community college students do not have a right to access their children's student records without the written consent of the student. This is regardless of whether the child is under the age of 18.

4) *Contacting Instructors*

Students enrolled in community college courses must act independently and communicate directly with their instructors. Under the Family Rights and Privacy Act (FERPA), college instructors may not discuss student performance with parents. Parents may communicate with the High School principals and staff.

5) *Course Content and Materials*

The community college is an adult learning environment. As such, discussion topics and course materials are generally designed for adult students and may not be appropriate for younger students. Parental approval for assignments or course content is not required. Course content will not be changed to accommodate minor students. Students must report to first class with books and materials that the student is responsible to purchase.

6) *Academic Standing and the College Transcript*

Minor students enrolling in college courses at the community college campus are establishing a college transcript that will become a part of their permanent record. To remain in academic good standing, all high school students must maintain a 2.0 grade point average (C or better) and/or not receive a withdrawal (W), incomplete (I) or no pass (NP) in any college semester or the student will be academically disqualified and not allowed to re-enroll without approval of a college counselor. Students are responsible to know the deadlines for enrolling, adding, or dropping a course.

7) *Medical Treatment*

Medical treatment for minor students may be provided with written parental consent on the high school application form. A student cannot attend without this permission.



San Diego Community College District

Supplemental Application and Certification of Special Part-Time High School Student

City Mesa Miramar Fall Spring Summer Year 20 _____

Name _____ CSID Number _____

Grade Level _____ Expected High School Graduation Date _____

Admission Regulations:

1. Students must have completed the 10th grade.
2. A student may take a maximum of **one course** per college semester. This maximum includes classes at City, Mesa, and Miramar Colleges and ECC (including classes taught on the high school campus or in partnership program). High school students taking college classes on campus are required to pay both the enrollment and health fees.
3. Partnership agreements may have alternative or other specific enrollment guidelines.
4. High school students must satisfy course prerequisites and eligibility requirements. Proof required – contact the college for information.
5. Physical education activity classes will not be permitted for enrollment.
6. The course must be advanced scholastic or technical (college degree applicable). Contact the college Admissions Office for details.
7. Students will be given college credit for all courses. Grades will be part of the student's permanent college record.
8. I have received and read the *Important Facts of Concurrent Enrollment*.

Academic Standing Rules:

1. Students must maintain a 2.0 grade point average each semester in all college work.
2. Students must not receive a W, I and NP in any college semester or the student will be academically disqualified.
3. A special part-time student whose grade point average falls below a 2.0, or who does not complete 60% of all units attempted will not be permitted to re-enroll.

I have read the Admission Regulations and Academic Standing Rules stated above and understand the eligibility requirements thereof.

Student's Signature _____ Date _____

HIGH SCHOOL CERTIFICATION (to be completed by the high school)

- This is to certify that _____ at _____ school has my recommendation to attend community college based upon his/her ability to benefit from advanced scholastic work in accordance with California Education Code Section 48800.5.
- He/she is approved to attend the course listed below with the San Diego Community College District during the:
 Fall Spring Summer Year 20 _____

Course Number	Course Reference Number	Subject Area	Units	Class Meets						
				Hours (Begin/End)	M	T	W	Th	F	S

- I certify that the course is not available at the school of attendance.
- I certify that any ADA for this student is claimed in accordance with the law.
- I certify that in conformity with California Education Code, no more than 5% of this student's class is participating in concurrent summer enrollment at a community college.
- I certify that this student's enrollment is consistent with the admission regulations above.

Principal/Vice Principal _____ PRINT Name _____ Signature _____

Date: _____ School Telephone () _____

High School Seal/Stamp

Name (PRINT) _____ CSID Number _____

PARENT/GUARDIAN PERMISSION FOR SON/DAUGHTER TO ENROLL IN A COLLEGE CLASS

(to be completed by the Parent/Guardian)

- I grant permission for my son/daughter,

_____ PRINT Name

To enroll in the indicated class(es) listed herein during the Fall Spring Summer Year 20_____

Indicate College: City Mesa Miramar ECC

- I understand that in accordance with state & federal law, I will not have the right to access my child's college records without his/her written consent or a court order.
- I understand that students attending classes on the college campuses are guests and must comply with all policies of the district including the student code of conduct (Board of Trustees Policy BP 3100). Students who violate district policies will be subject to removal.
- I have received and read the *Important Facts of Concurrent Enrollment*.

Parent/Guardian _____ PRINT Name Signature Date

MINOR'S AUTHORIZATION CONSENT FOR MEDICAL TREATMENT

(to be completed by the Parent/Guardian)

- In cases of illness, injury or life threatening emergencies, I hereby authorize San Diego City, Mesa or Miramar College Student Health Services staff to assess and treat my son/daughter.
- Permission is also granted to provide referral to outside physician and facility, if deemed necessary by health care providers.
- This permission does not cover special elective procedures requiring local anesthesia (suturing, biopsy, toenail removal). Parent/guardian will be contacted via telephone/sent consent form for permission to perform these procedures.
- Per state law, parental permission is NOT required in cases of treatment of sexually transmitted disease and contraception (birth control).
- Nominal fees may be charged for laboratory, pharmacy and special procedures deemed necessary by health care providers at the college Student Health Services. Payment of these fees will be required at the time services are received.
- I authorize the college to provide medical treatment to my son/daughter in case of emergencies.

Parent/Guardian _____ PRINT Name Signature Date

ACCESS TO STUDENT RECORDS

(to be completed by the student)

I, _____, hereby authorize access to all of my academic records maintained
PRINT full name

by the San Diego Community College District to the following school/person/organization listed below:

- School/District _____
- Parent/Guardian _____
- Organization/Other Third Party Designee _____

This authorization will be effective beginning _____ through _____
(term) (term)

Student's Signature _____ Date _____