



**AP 5011 ADMISSION AND DUAL (CONCURRENT)
ENROLLMENT OF HIGH SCHOOL AND OTHER YOUNG
STUDENTS**

References:

Education Code Sections 48800, 48800.5, 76001, and 76002

Definitions:

Special Part-Time or Full-Time Student: Any minor student (any elementary, secondary or homeschooled student) who attends community college courses during Fall or Spring Semesters and Summer Session(s) and meets certain eligibility standards. A special part-time student takes fewer than 12 units and a special full-time student takes 12 units or more. Dual enrollment students (see below) are a subset of special part-time or full-time students.

Dual Enrollment and Concurrent Enrollment Student: For purposes of this administrative procedure, the terms dual enrollment student and concurrent enrollment student are used interchangeably and defined as a student concurrently receiving both high school and college credit for the same course. The District prefers the use of the term dual enrollment student.

Special Part-Time or Full-Time Students:

To be considered for admittance as a special part-time or full-time student, the student must meet the eligibility standards as established in Education Code Sections 48800 and 76001. All special part-time and full-time students shall receive credit for the community college courses completed in the same manner as regularly enrolled community college students.

Admission is subject to seat availability. The student must submit all required documents to Admissions & Records:

- district application for admission;
- signed parental or guardian consent;
- signed approval of the high school principal or designee; and
- demonstration that the student would benefit from advanced scholastic or vocational work.

The District has the authority to make the final decision whether a student can benefit from advanced scholastic or vocational work.



In addition to the eligibility standards set forth in Education Code Sections 48800 and 76001, a special full-time or part-time student must also meet the eligibility standards as established in Education Code Section 48800.5.

- If the pupil chooses to be exempt from compulsory school attendance, and the pupil is enrolled in a public school, the student must obtain proper authorization from the school district to attend community college as a full-time student.
- If the pupil is not enrolled in a public school (e.g. homeschooled), the parent or guardian must petition the Superintendent/President of Santa Barbara City College (or authorized designee) to authorize attendance as either a full-time or part-time student.

Special Part-Time or Full-Time Students Ineligible to Enter 9th Grade or Higher

If the pupil is not eligible to enter 9th grade or higher, the student must meet the eligibility standards as set forth above and petition the Superintendent/President of Santa Barbara City College (or authorized designee) with the following requirements:

- Complete an SBCC Application for Admission and submit it directly to the Director of Admissions and Records, along with the following documents:
 - Written request from a parent or guardian, petitioning admission on the grounds that the pupil would benefit from advanced scholastic or vocational work available at the college. There must be compelling reasons for attending college.
 - Written request from student articulating reasons for attending college.
 - Written request from the administrator of the school the student attends.
 - Copies of school transcripts.
 - Evidence of advanced standing in the discipline. In general, advanced standing refers to eligibility for transfer level and for courses for which an entry level college course is a prerequisite.
 - Demonstration of compelling and extenuating reasons to attend SBCC.
- A personal interview by a designated college official with student and parent together.
- A personal interview by a designated college official with student separately.

All petition materials must be submitted at least two weeks prior to the semester the student wishes to attend. The petition shall be evaluated based upon submitted documents, all school transcripts, evaluation of college liabilities, approval based on reasonable pedagogic and instructional criteria by the Dean, Educational Programs,



department chairperson and faculty member, and an interview with the dean at the dean's discretion.

The college may delineate courses which are not available. Students not eligible to enter the 9th grade or higher may enroll in Music 132AB-133AB and Theater Arts 141-144,175 without completing the steps above.

Summer Session

To be considered for admission as a special summer session student, the student must meet the eligibility standards as established in Education Code Sections 48800 and 76001. Students will not be admitted unless they have availed themselves of all opportunities to enroll in equivalent courses at their schools of attendance.

In accordance with Education Code Section 48800(d), summer session enrollments will be limited to five percent of the total number of pupils who completed that grade immediately prior to the time of recommendation for enrollment. It is the responsibility of the public school district to ensure that this limitation on summer school enrollment is honored.

Enrollment Fees

In accordance with Education Code, special part-time students who meet the criteria to be considered a California resident for the purpose of enrollment fees at a California community college (enrolled up to and including 11.9 units) who are also enrolled in secondary schools and attending the Santa Barbara Community College District are exempt from paying enrollment fees. All students enrolled in on-campus courses are required to pay the mandatory transportation fees. All students enrolled in on-campus and online courses are required to pay the mandatory health fee. Special full-time students (12.0 units and above per semester) are not exempt from enrollment fees; they may, however, be individually considered for the California College Promise Grant (CCPG) Fee Waivers Part A, B or C. Special full-time students who do not qualify for a CCPG Fee Waiver must pay all required enrollment fees. Special part-time and full-time students are exempt from paying non-resident tuition.

Physical Education Classes

In accordance with Education Code Section 76002(a)(4), enrollment in physical education classes will be limited to no more than ten percent per class section of special part-time or full-time students.



Dual Enrollment Students:

Students concurrently enrolled in a California public or private high school may enroll in college courses at Santa Barbara City College to benefit from advanced scholastic or vocational work, and:

- may enroll in a maximum of 11.9 units;
- must enroll in courses classified as college level, as determined by the District; and
- must have satisfied skills eligibility and/or prerequisites.

Homeschooled students deemed eligible must meet *one of the following* criteria:

- affiliation with a county department of education program;
- must be taught by a person holding a California Teaching Credential; or
- must hold a current private school affidavit filed with the State Superintendent of Public Instruction (Education Code Section 33190).

The District may at its discretion delineate courses that are not available to high school students.

Open Access

In accordance with Education Code Section 76002, courses offered on a high school campus will be:

- open to the general public;
- advertised as open to the general public in *one or more* of the following ways:
 - The college catalog;
 - The regular schedule of classes;
 - The web schedule of classes for a minimum of 30 days prior to the first meeting of the class.

If the class is offered on a high school campus, the class may not be held during the time the campus is closed to the general public, as defined by the school board.

Middle College Students

Students enrolled in the District's Middle College must adhere to the same standards as all dual enrollment students.

Appeal to Dual Enrollment Unit Limitations

Dual enrollment students demonstrating advanced scholastic standing may appeal the 11.9 maximum unit limitations.



Criteria for Appeal:

1. The student must establish and maintain a minimum GPA of 3.0 with no grade below a “C” in an academic class (high school and college, if applicable, transcript required).
2. Appeal and approval process is term based.
3. Dual enrollment students registering in over 11.9 units are subject to payment of all enrollment fees, unless awarded a California College Promise Grant (CCPG) Part A, B, or C.
4. The appeal process will be administered through the Dual Enrollment Office.

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