

Chapter 5 – Student Services

BP 5010 Admissions

References:

Education Code Sections 76000, 76001, 76002, 76004, and 76038; Labor Code Section 3077; 34 Code of Federal Regulations Part 668.16(p) (U.S. Department of Education regulations on the Integrity of Federal Student Financial Aid Programs under Title IV of the Higher Education Act of 1965, as amended); BP 3255; AP 5011; ACCJC Accreditation Standard II.C.6

Admission

The College shall admit any person possessing a high school diploma or its equivalent.

The College may provisionally admit students who meet one of the following requirements and who are capable of profiting from the instruction offered:

- Persons who are over the age of 18, but who are not currently enrolled in a K-12 district; or
- Persons who are apprentices, as defined in Section 3077 of the Labor Code; or
- Highly gifted persons whose age or class level is equal to grades K-12, but who wish to attend advanced scholastic or career and technical education (CTE) courses on a part-time basis; or
- Other persons, who in the judgment of the College President/CEO or his/her designee, are capable of profiting from the instruction offered.

The College may deny or place conditions on a student's enrollment upon finding that the applicant has been expelled within the preceding five years or is undergoing expulsion procedures in another California community college district, and that the applicant continues to present a danger to the physical safety of the students and employees of the College.

Students who are admitted provisionally shall thereafter be required to comply with the College's rules, regulations, and standards for provisional students as a condition of being re-admitted in any succeeding term.

Special Admission of Highly Gifted Students

The College President/CEO shall approve procedures generated via the College's shared governance process regarding the evaluation of requests for the special admission of a student who is identified as highly gifted. If the College denies a request by such a student, the Board will record its findings and the reason for denying the request in writing within 60 days. The written recommendation and denial shall be issued at the next regularly scheduled Board meeting that occurs at least 30 days after the pupil submits the request to the College.

Claims for State Apportionment for Concurrent Enrollment – Claims for State apportionment submitted by the College, based on enrollment of high school pupils, shall satisfy the criteria established by statute and any applicable regulations of the Board of Governors.

Dual Enrollment

The term “dual enrollment” is defined as a student receiving both high school and college credit for the same course.

The College President/CEO, in consultation with appropriate participatory governance groups as stipulated in BP 3255 - Participation in Local Decision Making, shall share, “...responsibility, for developing and recommending policy through the collaboration of administration, faculty, staff, and students for the purpose of providing high quality programs and services at the College” related to dual enrollment that meet the statutory and regulatory criteria for dual/concurrent enrollment. All College and Career Access Pathways (CCAP) partnership agreements with a school district partner shall meet statutory and regulatory requirements.

Any eligible student whose class level is equal to grades 10-12 may attend as a special part-time student for advanced scholastic or career and technical education courses.

The College’s Board of Trustees exempts dual enrollment/concurrent students from the following fee requirements:

- Student representation fee (Education Code Section 76060.5);
- Nonresident tuition fee and corresponding permissible capital outlay fee and/or processing fee (Education Code Section 76140);
- Course Enrollment fees (Education Code Section 76300);
- Apprenticeship course fees (Education Code Section 76350);
- Any fee that is prohibited by Education Code Section 49011; and
- Health fees and related Health Services (Education Code Section 76355).

Admissions to Specialized Programs

In addition to meeting the academic standards for admission to the College, students wishing to enroll in a specialized course of study, especially those governed by outside licensing and accrediting agencies, must satisfy additional admissions requirements. Specific criteria for admission to these programs shall be approved by the College President/CEO and included in the Administrative Procedures.

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