



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 less 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;
- written and signed parental or guardian consent;
- written and signed approval of his/her high school principal or designee;
- 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 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:

- a written request from parent or guardian;
- a written request from an administrator of the school the student attends;
- scores from the District assessment indicating eligibility for English 110 and higher than intermediate algebra, Math 107;
- all school transcripts;
- demonstrate 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;
- demonstrate compelling and extenuating reasons to attend the District (i.e. educational opportunity not otherwise available);
- willingness to participate in a personal interview with the Chief Student Services Officer (or designee).

Students not eligible to enter 9th grade or higher may enroll into Music 132AB-133AB, Theater Arts 141-144,175 without completing the steps above. For students ineligible to enter 9th grade or higher, the District may limit the courses available at its discretion.

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 tuition at a California community college (enrolled up to and including 11.9 units) enrolled in the secondary schools and attending the Santa Barbara Community College District are exempt from paying tuition. All students enrolled in on-campus courses are required to pay mandatory fees including health and transportation fees. Special full-time students (12.0 units and above per semester) are not exempt from tuition; they may, however, be individually considered for the Board of Governors (BOG) Fee Waivers Part A, B or C. Special full-time students who do not qualify for a BOG Fee Waiver must pay all required enrollment fees.



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:

- Non-senior students may enroll in a maximum of 10.0 college units and high school seniors may enroll in a maximum of 12 units;
- must enroll in courses classified as college level, as determined by the District;
- must have satisfied skills eligibility and/or prerequisites. In the absence of a transcript demonstrating academic achievement, the District shall require assessment in English and/or math to evaluate the student's ability to undertake college level work;
- 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,
 - 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 maximum unit limitations. This appeal process would allow students to register in a maximum of 12 units OR a maximum of three courses.



Criteria for Appeal:

- 1) 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) Student must demonstrate eligibility for ENG 110 and MATH 107.
- 3) Appeal and approval process is term based.
- 4) Dual enrollment students registering in over 11.9 units are subject to payment of all enrollment fees.
- 5) The appeal process will be administered through the Dual Enrollment Office.

Approved: March 16, 2016

(Replaces current SBCC AP 5120)

Legal Reference Update #28: April 2016