**PETITION FOR SPECIAL STUDENT STATUS**

Students who are **not eligible** to enter 9th grade or higher

Students who are not eligible to enter 9th grade or higher may petition to attend SBCC as a special part-time or full-time student while concurrently enrolled at their elementary or junior high school, under the following conditions:

1. The student must take the SBCC math and English assessment tests. This is arranged directly with the College Assessment Office, ext. 2349. The student must assess into English 110. The student must also assess into a math course higher than intermediate algebra (Math 107) when requesting enrollment in courses requiring math competency.

2. Complete an SBCC Application for Admission and submit it directly to Michael Medel, Director of Admissions & Records, along with the following documents:
   a. Written request from the 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 the college vs. a secondary school.
   b. Written request from student articulating reasons for attending the college.
   c. Written request from the administrator of the school the student attends.
   d. Copies of school transcripts.
   e. 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.
   f. Must demonstrate compelling and extenuating reasons to attend SBCC.

3. A personal interview by a designated college official both together and separately with the student and parent will be required.

4. The college may delineate courses which are not available. After qualifying through the assessment tests, the request will 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 chair person and faculty member, and interview with Dean at his/her discretion.

5. All applicable state laws and board policies apply.

**All petition materials must be submitted at least two weeks prior to the semester the student wishes to attend. Late applications will not be considered.**

For further information, or if you have questions, please contact:
Michael Medel, Director of Admissions & Records
805-965-0581 x 2201 medel@sbcc.edu