



Concurrent and Dual Enrollment Permit for Eligibility to Enroll in College Credit Classes

MiraCosta College 1 Barnard Drive Oceanside, CA 92056 PH (760) 795-6620 /FAX (760) 795-6626
MiraCosta College 3333 Manchester Ave Cardiff, CA 92007 PH (760) 634-7870 /FAX (760) 634-7875

Part I – Student

Name _____ MCC Student ID# _____
Last First

Date of Birth _____ / _____ / _____ Phone _____

Minor Students (For Students Under the Age of 18):

IMPORTANT - Read entire Concurrent and Dual Enrollment Permit, Notice to Students/Parents/Guardians, and Consent for Treatment of Minor before signing below.

I have read and understand the Concurrent and Dual Enrollment Permit, Notice to Students/Parents/Guardians, and Consent for Treatment of Minor. I hereby petition MiraCosta College to allow me to enroll in MiraCosta College while concurrently or dually enrolled in high school. I certify that I give my consent to attend MiraCosta College. I have read and understand the terms and conditions under which I am being admitted. I am aware that I will be establishing a permanent college record.

Minor Student's Signature _____ Date _____

Students Age 18 or Older:

IMPORTANT - Read entire Concurrent and Dual Enrollment Permit and Notice to Students/Parents/Guardians before signing below.

I have read and understand the Concurrent and Dual Enrollment Permit and Notice to Students/Parents/Guardians. I certify that I am age 18 or older. I hereby petition MiraCosta College to allow me to enroll in MiraCosta College while concurrently or dually enrolled in high school. I certify that I give my consent to attend MiraCosta College. I have read and understand the terms and conditions under which I am being admitted. I am aware that I will be establishing a permanent college record.

Student Signature _____ Date _____

Part II – Parent/Guardian of Student

IMPORTANT - Read entire Concurrent and Dual Enrollment Permit, Notice to Students/Parents/Guardians, and Consent for Treatment of Minor before signing below. Parents/Guardians of minor students are required to sign below. Parents/Guardians of students age 18 or older may, but are not required, to sign below.

I have read and understand the Concurrent and Dual Enrollment Permit, Notice to Students/Parents/Guardians, and Consent for Treatment of Minor. I hereby petition MiraCosta College to allow my student to enroll in MiraCosta College while concurrently or dually enrolled in high school. I certify that I am the parent/guardian of the above named student and that I am in agreement with and give my consent for his/her attendance at MiraCosta College. I understand the terms and conditions under which my student is being admitted. I am aware that my student will be establishing a permanent college record. If my student is under the age of 18, I have signed the Consent for Treatment of Minor.

Parent /Guardian Signature _____ Date _____

Part III – School Assessment

The above named student meets all the following criteria as defined by *Education Code 48800-48802 and 76000-76002*:

- Is able to benefit from the advanced course work

For Summer Session Students ONLY:

- Demonstrates adequate preparation in the discipline to be studied.
- Has exhausted all opportunities to enroll in an equivalent course, if any, at his or her school of attendance.
- This recommendation does not exceed 5% of the students at the same grade level. It may exceed the 5% rule if the student is taking class in one of the following three areas: courses that apply toward the IGETC or CSU GE breadth requirements, are part of a career-technical occupational sequence, or this student is a senior who has completed all graduation requirements but has not passed the CAHSEE and the class recommended is for them to pass the CAHSEE. (*Ed Code 48800.*)

During the term enrolled at MiraCosta College, the student will be a:

Senior Junior Sophomore

Recommended Course(s): _____

Principal Printed Name (or designee) _____

Principal *Signature* (or designee) _____ **Date** _____

Name of School _____ **Public** ___ **Private** ___

Address _____ **City** _____ **State** _____ **Zip** _____

Admin email _____ **Phone** _____

For Office Use Only

Verification of School Signature _____

Limitations on Units _____

Verification of Private School Affidavit _____

Hold Released _____

Residency _____

Student Group _____

Procedures

Enrollment Priority

Per State Education Code 76001, students enrolled under these procedures must be assigned a low enrollment priority so as not to displace regularly admitted students. Therefore, high school students may not enroll in classes until two weeks prior to the start of the fall or spring term, unless otherwise provided in a College and Career Access Pathways (CCAP) Partnership Agreement. During the summer session, high school students may begin enrolling in classes one week prior to the summer session.

Student Information

- All sections of this form must be completed for each semester of attendance until high school graduation.
- Student must be concurrently or dually enrolled in high school.
- Student is limited to 11.0 units per term (8.0 units for summer session) at MiraCosta College or 15.0 units per term (no more than 4 courses per term) at MiraCosta College under a CCAP Partnership.
- A minor student under the age of 18 must obtain signatures of both a parent and the high school principal. A student age 18 or older must obtain the signature of the high school principal.
- Student must complete an online *Application for Admission* (application not required if student is continuing from previous semester).
- Acceptance of the *Application for Admission* and this form do not guarantee enrollment in the class. Students must go through the enrollment process and are subject to all requirements including but not limited to prerequisites, corequisites, audition and other enrollment restrictions.
- High school students enrolled part-time in college credit classes are exempt from the enrollment fee but may be subject to all other fees, health fee, student center fee and when applicable, the non-resident fee, unless otherwise provided under a CCAP Partnership Agreement. Fees are due at the time of enrollment. Failure to pay may result in being dropped from the class.

Parent/Guardian Information

- Once a student has applied to an institution of post-secondary education, written permission or consent of and by the student is required to release any information pertaining to the student. Information on student grades will only be released by student transcript request and must be signed by the student.
- MiraCosta College is NOT responsible for providing transportation or instructional materials to students.
- Discuss the *Notice to Students/Parents/Guardians* with your student.
- If your student is under the age of 18, you are required to sign the *Consent for Treatment of Minor*.
- Education Code provides that the parent or guardian of a pupil not enrolled in public school may directly petition the president of any community college for admission. Parents who are unable to provide sign-off from the private or public high school on this form are directed to the *Minor's Petition (available in the Admissions and Records Office)*. This process includes steps necessary to determine proper preparation for college level work in order to comply with state regulations.
- MiraCosta College limits enrollment of minors to students who have completed their freshman year of high school.

Procedures Cont.

Public and Private School Information

- High school principals may recommend college enrollment for students who have demonstrated adequate preparation in the discipline to be studied.
- Signatures of high school principals and their designees must be on file with the College (*contact Admissions and Records for more information on this process*).
- Discuss appropriate course selection with the student.
- Indicate at what level of high school the student is enrolled. The student must be a sophomore, junior or senior to enroll at MiraCosta College.
- Students enrolling in college credit classes must participate in matriculation (testing, orientation, and advising) *BEFORE* enrolling in classes.

Private School Information

- Regulations (48800 and 76001(a)) require that high school students from private high schools may enroll as special part-time community college students upon petition of the parent. Assessment of appropriate placement into college credit classes may be determined by the private high school representative.
- Approval for enrollment in college classes will only be accepted from Private schools which have filed the proper affidavit with the Superintendent of Public Instruction. Private schools not listed as active on the California Department of Education website (<http://www.cde.ca.gov/ds/si/ps/>) must provide the College with proof of filing the affidavit.
- Home-schooled students must provide proof of filing as a private school with the Superintendent of Public Instruction OR may obtain sign-off from the local public high school that the student would normally be attending. The local high school must be willing to accept home schooling as valid school attendance and determine whether the pupil has completed coursework sufficient to prepare him or her to undertake college-level coursework.



Notice to Students/Parents/Guardians

When a student has reached 18 years of age or when a minor student becomes a student at any college, all rights accorded to, and consent required of, parents transfer to the student regarding the disclosure of personally identifiable information from education records (section 99.5 of the *Family Educational Rights and Privacy Act*). Parents do not have the right to inspect the student's records or gain access to information related to the student's attendance at MCC without the student's consent unless an exception under the *Family Educational Rights and Privacy Act* applies.

All students, particularly minor students, and their parents/guardians must also understand that student is entering a college environment, which is designed with adults in mind. Thus, the atmosphere of the campus in general, and of classrooms in particular, will frequently reflect an adult population.

Parents and Students should be aware that:

- Courses may have frank discussions about sensitive topics
- Audio-visual presentations may be graphic in their content
- Students may be exposed to vulgar language outside of the classroom
- Students may have access to pregnancy and HIV testing and condoms through the student Health Services.
- Instructors cannot inform anyone, including parents, of last minute class cancellations or early class releases. If classes are released early, instructors are not responsible for any students while they wait for pick up.

This is not meant to create undue concern – only to serve as a precaution to allow students and their parents/guardians to understand the college setting to facilitate a safe, positive educational experience at MiraCosta College.

If MiraCosta College units are required for high school graduation, at the end of the current semester the student will need to request that an official transcript be sent to the high school. Students may view their enrollment and final grades through our online registration system known as *SURF*.

Rights and Responsibilities of Students

Students enrolled in MiraCosta College courses are expected to adhere to MiraCosta College policies on student responsibilities, standards, and conduct at all times. Student rights and responsibilities are outlined in the MiraCosta College catalog. The catalog is available online through the college website www.miracosta.edu and includes course information and college policies such as grading, course repetition, enrollment procedures and course transfer. All students are directed to read the sections on *Academic Standards and Policies, Student Support Programs and Services, Student Rights and Responsibilities and Standards of Conduct*.

For more information you may contact the Admissions and Records Office:

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