



HIGH SCHOOL CONCURRENT ENROLLMENT PROGRAM

Request for High School students to attend: Alameda Berkeley Laney Merritt

For the: Summer Fall Spring Year: 20 H.S. Grade Level (on the 1st day of the college term): _____

High School Student's Information

Student's Name: _____
Last Name First Name M.I.

Social Security #: _____ Date of Birth: _____

Address: _____
Street City, State Zip

Phone #: _____ Email Address: _____

H.S. Student's Signature: _____ Date: _____

Parent or Guardian's Signature: _____ Date: _____

I hereby certify that I am the parent/guardian of the above-named student and am in agreement with, and give my consent for, his/her attendance at the above named college(s). We have read and understand the Steps for Concurrent Enrollment and authorize the college to release information requested by my school.

High School Authorization

Permission is granted for the above-named student to enroll in courses at: _____
Name of College Name of College

High School Currently Attending: _____

High School Location: _____
No. & Street City, State Zip

H.S. School Counselor's Name: _____ Phone #: _____

H.S. School Counselor's Signature: _____ Date: _____

H.S. School Principal's Signature and Seal/Stamp: _____ Date: _____

*Per Education Code Section 48800, for summer sessions, K-12 principals may not recommend more than five percent of the number of pupils who have completed a particular grade immediately prior to the time of the recommendation.

High School District Authorization (for Home Schooled Students Only)

H.S. District Official's Name: _____ Phone #: _____

H.S. District Signature: _____ Date: _____

* Home School Students must provide clearance from their local school district. Also, per Education Code Section 48800, for summer sessions, K-12 principals may not recommend more than five percent of the number of pupils who have completed a particular grade immediately prior to the time of the recommendation.

Authorized Class Schedule

CLASS CODE	DEPT. & COURSE #	COURSE TITLE	HOURS	DAYS	ROOM	INSTRUCTOR	UNITS	H.S. COUNSELOR APPROVAL

Peralta Community College District Authorization

If you would like to enroll in 6.5 to 11.5 units, you must obtain permission from the college VP of Student Services or designee prior to enrollment, and you must furnish high school transcripts to make the request.

Vice President Student Services/Designee Signature: _____ Date: _____

CLASS CODE	DEPT. & COURSE #	COURSE TITLE	HOURS	DAYS	ROOM	INSTRUCTOR	UNITS	H.S. COUNSELOR APPROVAL

Total # of Units: _____

Peralta's High School Concurrent Enrollment Program provides enrichment opportunities for high school students who can benefit from college level instruction.

*Each College may admit a limited number of high school students entering 10th grade or above who have exceptional ability, or who desire specialized or advanced training. Such admission must be with the recommendation of the high school counselor and principal. **Other high-school students may be admitted on the basis of a contractual arrangement between the District and the high school of attendance (PDBP 5010).*

Because the student is enrolling in a college level course, the student must be assessed as required. The student must follow all the regulations and policies of the college, including adhering to any prerequisite requirements. It is recommended that the student bring a high school transcript to assist the college in determining the correct level of courses, (transcript required for approval to enroll in 6.5 to 11.5 units).

Special part-time concurrently enrolled high school students are exempt from paying the California Community College enrollment fees; however, all other fees are required and must be paid at the time of registration. (See the current Peralta Colleges Class Schedule for current health, campus use, & transportation fees). NOTE: Concurrently enrolled high school students enrolled in more than 11.5 units are considered full-time students and are subject to full payment of enrollment fees.

The Concurrent Enrollment Program is specifically designed to accelerate the academic or vocational career of high school students. Access to the Concurrent Enrollment Program is NOT allowed for:

1. Remedial work (any classes in any discipline that are not college level and cannot be applied to an associate degree or higher). Remedial course numbers are 250 or higher.
2. Work to make up for failed high school or middle school classes
3. Recreation or hobbies
4. Any class that can be taken at the local high school

Steps for Concurrent Enrollment:

1. Go online to <https://passport.peralta.edu> and click "Apply Now" to complete an Admissions application.
2. Read the class schedule and choose a course you would like to take. **You must adhere to any prerequisite requirements.**
3. Complete and take this form to your school counselor to obtain his/her signature and discuss your selection.
4. Obtain your school Principal's signature.
5. Get your parent's approval for attending a college class and have them sign this form.
6. **Take assessment tests and complete orientation as required.**
7. Submit your Concurrent Enrollment Form to the Admissions & Records office on campus. (Note: You must fill out a separate concurrent enrollment form for each semester you wish to attend.)
8. If you would like to enroll in 6.5 to 11.5 units, you must obtain permission from the college VP of Student Services *or designee* prior to enrollment (high school transcripts required).

Note: *Units earned will be granted as college credit. It is the high school's prerogative to grant high school credit for courses taken in the Peralta Colleges. The Office of Admissions and Records will send a transcript to the high school upon request.*

*****Home School Students must provide clearance from their local high school district.***