



HIGH SCHOOL SPECIAL ENROLLMENT

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

*Each College may admit a number of high school students entering 9th 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 (PCCDBP 5010).*

High school students enrolling in a college level course must meet assessment requirements. The student must follow all the regulations and policies of the college, including adhering to any prerequisite requirements. It is recommended that the student brings a high school transcript to assist the college in determining the correct level of courses.

Special part-time high school students are exempted from paying the California Community College enrollment fees and all other fees. ***High school students enrolled in more than 11.0 units are required to pay enrollment and all other mandatory fees (See the current Peralta Colleges class schedule for current health, campus use and transportation fees).***

The High School Special Enrollment is specifically designed to accelerate the academic or vocational career of high school students. Access to the High School Special Enrollment 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 the High School Special Enrollment:

1. Go online to www.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 if the college pre/co-requisite course has not been completed.
7. Submit your Special Enrollment Form to the Admissions & Records office on campus. You must fill out a separate Special Enrollment form for each semester you wish to attend.

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 Schooled Students must provide clearance from their local high school District.***



HIGH SCHOOL SPECIAL ENROLLMENT

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

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

High School Student Information

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

Student ID: _____ Date of Birth: _____
or last 4 digits of SSN

Address: _____
Street City State Zip

Phone: _____ Email: _____

H.S. Student'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 High School Special Enrollment Program and authorize the college to release information requested by my school.

Parent or Guardian's Signature: _____ Date: _____

HIGH SCHOOL AUTHORIZATION

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

High School Currently Attending: _____

High School Location: _____
Street City State Zip

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

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

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

Stamp/seal is
NO LONGER
REQUIRED

* 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: _____

Seal/Stamp

Fill out Class Schedule info as best as you can.
We'll fill out remaining on 1st day of class.

AUTHORIZED CLASS SCHEDULE

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

****Students enrolled in more than 11.0 units are required to pay enrollment and all other mandatory fees.**

ADMISSIONS AND RECORDS USE ONLY

Processed by: _____ Date: _____