

**LOS RIOS COMMUNITY COLLEGE DISTRICT  
ADVANCED EDUCATION APPLICATION**

College:	<input type="checkbox"/> ARC	<input type="checkbox"/> CRC	
	<input type="checkbox"/> FLC	<input type="checkbox"/> SCC	
Term:	<input type="checkbox"/> Spring	<input type="checkbox"/> Summer	<input type="checkbox"/> Fall
Year:	20____		

**STUDENT SECTION:**

Name: \_\_\_\_\_ Los Rios Student ID #: \_\_\_\_\_  
Last First Middle

Date of Birth: \_\_\_\_\_ Phone: \_\_\_\_\_ Email Address: \_\_\_\_\_

Current School Attending: \_\_\_\_\_ Grade Level: \_\_\_\_\_

By clicking this box, I consent to Sacramento City College releasing my unofficial transcript to my current high school:

\_\_\_\_\_  
 Student Signature Date

**APPROVAL:**

**Parent/Guardian** (completed by parent/guardian – see BACK for guidelines and policies)  
*My child has permission to enroll as an Advanced Education in LRCCD. I/We have read and understand the Policies and Guidelines on the back of this application. I/We understand that coursework attempted or completed becomes part of my child's permanent college record. My signature also provides formal permission to allow high school designees to provide necessary information for enrollment, including my child's unofficial high school transcript.*

\_\_\_\_\_  
 Parent/Guardian Name Signature Parent Email Address Phone Date

**HIGH SCHOOL SECTION:**

**COURSE REQUEST**

**Requested Number of Courses: 1 or 2**

Please use the Course Name(s) and 5-digit Class Number(s) from the Schedule of Classes. **NOTE: Enrollment is limited to TWO classes per semester district-wide up to 11 units.** LRCCD does not guarantee that requested classes will be available at time of enrollment. Please indicate above if you are requesting ONE (1) or TWO (2) courses (not including co-requisite, lab or other support classes).

- |  |  |  |
|--|--|--|
| 1. _____<br>Course Name / 5-digit Class Number | 3. _____<br>Course Name / 5-digit Class Number (1 <sup>st</sup> alt) | 5. _____<br>Course Name / 5-digit Class Number (3 <sup>rd</sup> alt) |
| 2. _____<br>Course Name / 5-digit Class Number | 4. _____<br>Course Name / 5-digit Class Number (2 <sup>nd</sup> alt) | 6. _____<br>Course Name / 5-digit Class Number (4 <sup>th</sup> alt) |

**APPROVAL/SIGNATURES** (School designee has evaluated the requirements and support the student's request)

**High School Designee** (completed by high school administrator, counselor or designee as defined in Education Code – see Page 2 for guidelines and policies)

*By signing below, I verify this applicant has completed 10<sup>th</sup> grade, or will be 16 years of age at the start of term, and would benefit from advanced scholastic or vocational work. I verify the classes indicated above are not offered at the applicant's school during this term.*

\_\_\_\_\_  
 High School Designee Name Title Signature Phone Date

**Los Rios Community College District – OFFICE USE ONLY:**

College Counselor or Representative Signature \_\_\_\_\_ Date \_\_\_\_\_

*This student has provided all the required documentation and has demonstrated academic preparation for college level instruction as noted below.*

Completed 10 <sup>th</sup> grade or 16 years of age	2.70 GPA or higher	High School Transcript Attached
Approved High School/Parent signatures	Copy of current high school schedule	Private school affidavit, if applicable
Documentation of age, if not reflected on High School transcript	Prerequisites cleared/met	
English placement _____	Math placement _____	Special Program _____
Received by: _____	Date: _____	Approve Deny Initials: _____ Date: _____

## **ADVANCED EDUCATION – POLICIES AND GUIDELINES**

Advanced Education is intended to provide high school students with educational enrichment opportunities at the community college level. To ensure success as an Advanced Education student, the following policies and guidelines have been developed to guide enrollment.

### **WHO CAN ENROLL AS AN ADVANCED EDUCATION STUDENT?**

- Students must demonstrate academic achievement, as demonstrated by multiple measures including, but not limited to, grades in similar courses, GPA of 2.70, analysis of transcript, or other student achievements, and /or letters of support from high school counselors and teachers, *except* when enrolling in the following programs: Academies (e.g., electronics or health), special college-based programs, such as AVID and the Early Start program. (EC Sec. 48800(d)(1)).
- Students must have completed the 10<sup>th</sup> grade or be 16 years of age by the first day of instruction.
- Students must be mature enough to understand the course material and to benefit from the presentation style.

### **WHAT COURSES ARE EXCLUDED FROM ADVANCED EDUCATION?**

- Basic skills courses (numbered 1-99), with the exception of co-requisite and support courses.
- Courses requiring repetition due to unsatisfactory grades ('D' or 'F') received at the student's school.
- Courses offered at the high school during the same semester the student wishes to enroll at the college. However, if a student is enrolled in the maximum units that the high school permits, the student may enroll at the college. Also, if a student has satisfactorily completed a high school course and wishes to enroll in a more rigorous college course in the same discipline, they may do so.
- If a student is receiving their education in non-traditional setting, general education courses should be taken in that setting.
- Courses where the student's safety or the safety of others would be jeopardized.
- Courses where the ability of others to benefit from instruction may be compromised due to your ability to relate to the mature nature of the subject matter or teaching methods.

Note: Students may only enroll in a maximum of TWO courses each term, not including labs, co-requisites and support courses up to a maximum of eleven units.

### **DOCUMENTS REQUIRED:**

- New students must complete an online Los Rios admissions application, indicating they are concurrently enrolled in high school while attending college classes (Special Admit). Continuing students must complete the Supplemental Enrollment Form on eServices prior to enrollment.
- Read and follow the submission instructions found online at the college of your choice – American River, Cosumnes River, Folsom Lake or Sacramento City colleges.
- Documents in addition to the Advanced Education application will include:
  - High school transcript. If enrolled in a school where transcripts are not available, a record of completed coursework, achievement levels, grade level, and copy of current high school class schedule should be submitted.
  - A copy of Private School Affidavit, when appropriate.
  - If the application is not signed by school principal, include list of authorized designees (unless college already has the list on file).
  - Documentation of age (if home schooled or age is not reflected on high school transcript).
- Students must complete the Advanced Education application every semester they wish to enroll, including all required documentation. Upon high school graduation, student submits a new application as a 1<sup>st</sup> time, new student.

### **INFORMATION FOR HIGH SCHOOL DESIGNEE (PRINCIPAL, COUNSELOR, OR OTHER DESIGNEE):**

- The recommended classes cannot be offered at the applicant's school during this term – or the applicant is taking the maximum number of units and cannot fit these classes in his/her schedule.
- For summer session – Community college summer session attendance cannot be recommended for more than 5% of the total number of pupils who completed that grade immediately prior to the time of recommendation (IC Sec. 48800(d)(1)(2)).
- For designees – If signing this form as a designee of the principal, you must provide the college with a listing (on school letterhead and signed by the principal) of all duly authorized designees or the college must have this information on file.

### **INFORMATION FOR PARENT/GUARDIAN AND STUDENT:**

- We understand that college courses may include adult/mature subject matter.
- The course credit and grades received will become a part of the student's permanent college record.
- Students must meet all course prerequisites to enroll in a course.
- Students are expected to assume a greater responsibility for learning when enrolled in classes at the college level.
- If you are not present for the first class meeting, you may be dropped from the class.
- If initially denied eligibility to enroll, a student may file an appeal requesting further consideration.
- If student has completed prior college coursework and is seeking re-enrollment, they must maintain at least a 2.0 GPA.
- Under section 49061 of the Education code, parents of community college students do not have a right of access to their children's student records, regardless of whether the student is under the age of 18. High school students must abide by the same FERPA laws as any other college student. For more information about FERPA laws, please visit their website at <https://www2.ed.gov/policy/gen/guid/fpco/ferpa/index.html>.