



Important Facts on Concurrent Enrollment in College Classes held on the High School Campuses

Admissions

- All students must complete an Application for Admission to City, Mesa, or Miramar College (<http://apply.sdccd.edu/>).
- Students must also complete the *Supplemental Application and Certification of Special Part-Time High School Student* (yellow form).
 - The completed form must be signed by the parent and/or guardian.
 - The completed form must be signed by the high school Principal/Vice Principal.
- Student may enroll in fewer than 12 units and have their enrollment fees waived.
- The grade level of the student enrolled in college courses shall be determined by the high school.

Academic Standards

Enrollment in college courses requires students to take responsibility for their education.

- Students are required to adhere to all Academic Standards for college courses including add, drop, and withdrawal deadlines – exceptions will not be made.
- Students who do not pass college courses with a “C” or better will not be permitted to enroll in a college course in a future semester while in high school.
 - Exceptions will be considered based upon agreement between the high school guidance counselor and the college.
- High school students taking college classes are creating a permanent academic record that will follow them throughout their higher education and employment pursuits.
- Students with disabilities seeking academic accommodations must apply for services through the college DSPS office where the course is offered.

Course Content and Materials

- College courses are designed for adults. As such, topic discussion and course materials are designed for adults. Course content and requirements will not be modified to accommodate minor students.
- Students are expected to report to the first class meeting with all required books and materials.
- The high school is responsible for purchasing and distributing all textbooks and course materials.

Communication with Instructors

- High school students enrolled in college classes are expected to act independently and communicate directly with instructors.
- College class instructors are not required to communicate with parents, even with permission of the student.
- If a parent has a concern about a college class, all inquiries should be directed to the high school, not the college instructor.
- Students are encouraged to bring any concerns about their college class directly to their instructors.

Student Records

In accordance with the California Education Code and Family Educational Rights and Privacy Act of 1974 (FERPA), parents of students taking college classes (regardless of age) do not have a right to access their student’s record without written permission from the student.

Student Code of Conduct

All students enrolled in college classes are expected to adhere to the San Diego Community College Student Code of Conduct (<https://www.sdccd.edu/about/departments-and-offices/student-services-department/forms-brochures-newsletter/brochures.aspx>). Violations of the Code of Conduct are subject to disciplinary action.

PARENT/GUARDIAN PERMISSION FOR MINOR CHILD TO ENROLL IN A COLLEGE CLASS

(to be completed by the Parent/Guardian)

I grant permission for my child, _____, to
(Student's Name)
enroll in the indicated class(es) listed herein during the: Fall Spring Summer Year 20_____

Indicate College: City Mesa Miramar ECC

- I understand that in accordance with state & federal law, I will not have the right to access my child's college records without their written consent or a court order.
- I understand that students attending classes on the college campuses are guests and must comply with all policies of the District including the Student Code of Conduct (Board of Trustees Policy, *BP 3100*). Students who violate District policies will be subject to removal.
- I have received and read the *Important Facts of Concurrent Enrollment*.
- Note that some private institutions may not grant college credit if the student also received high school credit for the same course.

Parent/Guardian Name: _____
(PRINT) Last First MI

Signature: _____ Date: _____

MINOR'S AUTHORIZATION CONSENT FOR MEDICAL TREATMENT

(to be completed by the Parent/Guardian)

- In cases of illness, injury or life threatening emergencies, I hereby authorize San Diego City, Mesa and/or Miramar College Student Health Services staff to assess and treat my child.
- Permission is also granted to provide a referral to an outside physician and facility, if deemed necessary by health care providers.
- This permission does not cover special elective procedures requiring local anesthesia (suturing, biopsy, toenail removal). Parent/guardian will be contacted via telephone, and sent consent form for permission to perform these procedures.
- Per state law, parental permission is NOT required in cases of treatment of sexually transmitted disease and contraception (birth control).
- Nominal fees may be charged for laboratory, pharmacy, and special procedures deemed necessary by health care providers at the college Student Health Services. Payment of these fees will be required at the time services are received.
- I authorize the college to provide medical treatment to my child in case of emergencies.

Parent/Guardian Name: _____
(PRINT) Last First MI

Parent/Guardian Signature: _____ Date: _____

ACCESS TO STUDENT RECORDS

(to be completed by the student)

I, _____, hereby authorize access to all of my academic records
(Student Name)
maintained by the San Diego Community College District to the following school/person/organization listed below:

- School/District: _____
- Parent/Guardian: _____
- Organization/Other Third Party Designee: _____

This authorization will be effective beginning: _____ through: _____
(Term) (Term)

Student Signature: _____ Date: _____