

GROSSMONT-CUYAMACA COMMUNITY COLLEGE DISTRICT (GCCCD)

High School/College Credit Concurrent Enrollment Application Form

IMPORTANT INFORMATION:

A "High School/College Credit Concurrent Enrollment Application Form" must be submitted **EACH NEW TERM**, prior to enrollment.

For GCCCD Official Use Only

Received Date: _____

Received By: _____

▼ **THIS SECTION MUST BE COMPLETED BY THE STUDENT** ▼

Which college will you be attending? (select all that apply): Cuyamaca College Grossmont College

Year: _____ Semester: Fall Spring Summer

Student Name: _____
(Please PRINT) Last First Middle GCCCD I.D. Number

Student Address: _____
Number & Street City/State Zip Code () Phone

Name of High School Currently Attending: _____
Date of Birth / /

Are you participating in a Home School program? Yes No

****Note:** If homeschooled, please provide a copy of the **Affidavit for Homeschooling**, filed with the CA Department of Education, at the time of submitting this form. Please submit a new Affidavit for Homeschooling **each academic year of attendance.****

Home School/Non-Public High School Address:

Number & Street Name City/State Zip Code

Admissions Regulations:

1. Students may enroll in a maximum of 11 units for Fall and Spring, and 8 units for summer within the Concurrent Enrollment Program. Enrollment fees will be waived, however, students are still responsible for all miscellaneous fees charged.
2. Students must satisfy course prerequisites, placement, and eligibility requirements, if applicable. Proof may be required. Please contact the Counseling Office ([Grossmont](#) or [Cuyamaca](#)) for more information.
3. Students will receive college credit for courses, establishing a **permanent academic college record** of grades earned.

I agree to enroll in courses recommended by my high school official. I understand that these courses are subject to all terms and conditions associated with college enrollment. I have read the Admissions Regulations (above) and the "High School Concurrent Enrollment Information Sheet" (attached) and agree to abide by them.

Student Signature *X* _____

Date: _____

▼ THIS SECTION MUST BE COMPLETED BY THE HIGH SCHOOL COUNSELOR OR SITE ADMINISTRATOR ▼

Enrollment Type: Concurrent Enrollment Middle College Program (through Grossmont College)

To determine enrollment type, please read the "Definition of Terms" section of the High School Concurrent Enrollment Information Sheet" attached.

Course Title (I.e.- Intro to Psychology)	Course # (I.e.- Psy. 120)	# of Units

I **certify** that the above student is currently enrolled in the 9th 10th 11th 12th grade on the first day of the above term of attendance. The student's expected high school graduation date is: _____.
 I have determined that the above student can benefit from "advanced scholastic or vocational work" and is attending high school for at least the minimum high school day, as defined by Education Code 48800.5-48802 and 76000-76002.

I also understand that students are limited to a maximum of **11 units per semester** and that state law places a limit on the number of high school students who may enroll in College Exercise Science classes (10%). As required by California Ed Code 48800.5, 76001, 76002, high school student enrollment cannot exceed the 5% limit for total cohort summer enrollment.

Authorized by: _____ Phone: _____
 Print name and title

X _____ Date: _____
 High School Counselor or Site Administrator Signature

▼ PARENTAL SIGNATURE REQUIRED FOR ALL HIGH SCHOOL/COLLEGE CREDIT

My signature below denotes that I am the parent/ legal guardian of the student listed above. I understand and accept the following terms and give consent for his/her enrollment at Grossmont and/or Cuyamaca College.

- Students will receive college credit for courses taken at Grossmont or Cuyamaca College, establishing a permanent academic college record of grades earned.
- High schools may determine if college coursework can be used to fulfill high school credit.
- Students MUST meet all academic and conduct standards set by the college (see college catalog), as well as the requirements detailed in the "Student Expectations and Responsibilities" listed in the "High School Concurrent Information Sheet" below.
- Under the Family Rights and Privacy Act (FERPA), college personnel is not authorized to discuss student performance or academic record information with parents/legal guardians. The right to inspect is limited solely to the student. 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.
- Parents/legal guardians may communicate with the high school staff regarding high school status ONLY.
- College curriculum and course content will not be modified for high school students. However, students with an Individualized Education Program (IEP) or 504 Plan may be eligible to access support services and accommodations through the college. Please note further details in the "High School Concurrent Information" below.
- I acknowledge that my minor child/legal ward can receive emergency first aid treatment in the event that it is required on District property. I also acknowledge that they may receive non-emergency services (first aid, health counseling) at the Health Services Department at Cuyamaca and Grossmont Colleges.

Parent/Legal Guardian Signature **X** _____ Date: _____

▼ **Optional: STUDENT AUTHORIZATION TO RELEASE EDUCATIONAL RECORD** ▼

I, _____, _____
Print Full Name GCCCD Student ID Number

Hereby authorize GCCCD to release **enrollment information, semester schedule, and grades** to:

_____ Effective: _____
Name of High School ONLY Today's Date

I understand that I (1) have the right **not** to consent to the release of my educational records; (2) have the right to receive a copy of records upon request; (3) and the consent shall remain in effect until revoked by me, in writing, delivered to the Grossmont and/or Cuyamaca Admissions and Records Office. A revocation shall not affect disclosure previously made by Grossmont or Cuyamaca College before the receipt of written revocation.

X _____ Date: _____
Student Signature (required)

This information is being released subject to the confidentiality provisions of appropriate state and federal laws and regulations which prohibit any further disclosure of this information without the specific written consent of the person to whom it pertains, or as otherwise permitted by such regulations.

Last Updated: 01/2021

High School Concurrent Enrollment Information Sheet

Important information about our Concurrent Enrollment Program:

- The High School Concurrent Enrollment Program allows eligible students to enroll in college courses located at Grossmont or Cuyamaca College, or through the respective colleges online. Students earn college credit while also attending high school.
- Students can enroll in **up to 11.0 units in the Fall and Spring** semester, and **8 units in the Summer** session.
- Each section of the High School/College Credit Concurrent Enrollment Application Form must be completed each semester.
 - **Incomplete forms will not be processed.**
- Please email completed forms to:
 - Cuyamaca College: Cuyamaca.Admissions@gcccd.edu
 - Grossmont College: Grossmont.Dual@gcccd.edu
- After completion of high school, students who desire to keep attending Grossmont and/or Cuyamaca College must submit proof of graduation with the Admissions and Records Office before registering for courses.

Definition of Terms:

Concurrent Enrollment: Refers to courses offered at the college campus, or online. As a reminder, high school concurrent enrollment students are required to attend a full high school day (individual to each student), as specified in Ed. Code, in order to be eligible to take college courses.

Middle College: Refers to the Grossmont Middle College High School Program, a partnership between the Grossmont Union High School District and Grossmont College. Courses are located on the Grossmont College campus, for eligible high school juniors and seniors.

Student Information, Expectations, and Responsibilities:

- **Application:** New students must complete an online **Application for Admission**. Completion of an Application for Admission is required for new students or returning students who have not enrolled in two (2) consecutive semesters or more.
 - If returning after a two semester (or more) absence, please be sure to use your previously created application account to reapply. You should not create another new account.
 - Submission of the Application for Admission, or this form, does not guarantee that a spot in the class will be available.
 - Students are subject to all requirements, including but not limited to, pre-requisites, co-requisites, audition, and other enrollment restrictions.

- **Homeschooled Students:** Must provide a copy of the **Affidavit for Homeschooling Form**, filed with the Department of Education, along with the High School Concurrent Enrollment Form. Affidavit for - Homeschooling Form is required for EACH ACADEMIC YEAR.
- **Student Responsibility:** Students taking college classes are expected to take responsibility for their own safety and conduct.
- **Student Code of Conduct:** Students must comply with all policies of the district including the Student Code of Conduct (see college catalog) and Student Information, Expectations, and Responsibilities outlined here.
- **Course Content and Materials:** The community college is an adult learning environment, with discussion topics and course materials generally designed for adult students. Curriculum, course content, and college processes will not be changed to accommodate high school students.
- **Student Communication and Records:** Students must act independently, on their behalf, when communicating with their instructors and/or personnel. Under the Family Rights and Privacy Act (FERPA), college personnel is not authorized to discuss student performance or college record information with parents/legal guardians. Under Section 49061 of the California Education Code, parents/legal guardians of community college students do not have a right to access their child's student records without the written consent of the student, regardless of student age.
- **Academic Standing and College Transcript:** Students enrolling in college courses are establishing a permanent academic college record. As a result, any processes influenced by the students' academic record may be impacted by the students' performance. This may include eligibility for future financial aid, academic standing, etc. Students are responsible to know the deadlines for enrolling, adding, or dropping courses. Instructors are not required to drop students for non-attendance. Please be sure to check the [Academic Calendar](#) of the college websites for deadlines or contact the Admissions and Records Office for questions.
 Cuyamaca College: Cuyamaca.Admissions@gcccd.edu
 Grossmont College: Grossmont.Dual@gcccd.edu
- **Fees:** Enrollment fees are waived for concurrent enrollment students. However, students are still subject to all other miscellaneous fees, which include: Student Health Fee, Student Representation Fee, Student Center Fee (Cuyamaca), and when applicable, Non-resident Fees.
 - Fees are due at the time of enrollment.
 - Non-resident students will be notified by the Admissions and Records Office and given information on how to clear the non-resident status.
- **Services:** Ancillary and support services are provided for all concurrent enrollment students (e.g. Counseling and Guidance, Placement Assistance, Disabled Student Support Services, Library, and Tutoring).
- **Serving students with disabilities:** Students with an Individualized Education Program (IEP) or 504 Plan taking college courses can access services through the [Accessibility Resource Center](#) (ARC) at Grossmont College or the [Disabled Students Programs & Services](#) (DSPS) at Cuyamaca College. GCCCD provides educational services and access to qualified students with documented disabilities per Title 5 and the Americans with Disabilities Act. The district seeks to increase opportunities for access, success, and inclusive learning environments to students with disabilities so they may participate fully and equitably in college programs and campus life. Participation in these programs is confidential.