



Evergreen Valley College High School Concurrent Dual Enrollment Special Admit Form

Evergreen Valley College Student ID # (7 digits): _____

Term of Enrollment: Fall Intersession Spring Summer Year: _____

HIGH SCHOOL STUDENT INFORMATION

Last Name: _____ First Name: _____ M.I.: _____

Date of Birth (MM/DD/YYYY): _____ Phone Number: _____

Address: _____ City: _____ Zip Code: _____

Email Address: _____

Student Signature: _____ Date: _____

PARENT/LEGAL GUARDIAN CONSENT

I hereby certify that I am the parent/guardian of the above-named student and I am in agreement with, and give my consent for, the student's participation in the Evergreen Valley College classes during the years my student is enrolled at this high school. I have read and understand the Procedures and Guidelines for Dual Enrollment. In signing, I understand that there are privacy restrictions on the student's community college records and that I am unable to conduct business on their behalf or receive information without the student's written consent in accordance with the Family Educational Rights and Privacy Act (FERPA).

Parent/Guardian Name: _____ Phone Number: _____

Parent/Guardian Signature: _____ Date: _____

PROCEDURES & GUIDELINES

- 1 Student must complete a new application for admissions via [CCC Apply](#) and submit a current Special Admit form each semester of enrollment.
- 2 Student must meet prerequisite and basic skill requirements for any class they intend to enroll in.
- 3 Student must submit a copy of their high school transcript as part of the multiple measures prerequisite verification process.
- 4 Student may not take Physical Education courses.
- 5 Enrollment fees are waived for high school students; however, student must pay for any material fees.
- 6 Students are limited to a maximum of 11 units for Fall & Spring terms; 7 units for Summer & Intersession terms. This limit applies across SJECCD district. Any courses taken at SJCC will count toward units.
- 7 Courses taken at Evergreen Valley College is offered for college credit only. Student requesting high school credit must consult their high school registrar before enrollment. The high school will determine if the course may be used for high school credit.
- 8 Earning lower than a "C" in any course will require student to meet with an EVC Dual Enrollment counselor before enrolling in future college courses.
- 9 Courses are only repeatable under special circumstances. Please contact the Dual Enrollment Office for more information on how to repeat a course.
- 10 Final grades will be recorded on the student's permanent record.



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COURSE(S) REQUESTED		HS Approval
<i>Students may list up to 4 courses per form, including alternate courses of interest.</i>		<i>Initial below</i>
COURSE 1	Course Subject & Number: _____ # Units: _____ Course Name: _____	_____
COURSE 2	Course Subject & Number: _____ # Units: _____ Course Name: _____	_____
COURSE 3	Course Subject & Number: _____ # Units: _____ Course Name: _____	_____
COURSE 4	Course Subject & Number: _____ # Units: _____ Course Name: _____	_____

Please attach an unofficial copy of student's most recent high school transcript to this form.

HIGH SCHOOL AUTHORIZATION

I have reviewed the academic record of the above-named student and certify that the student has the ability to benefit from college instruction in the course(s) listed. The above student meets all criteria necessary to be admitted into the Dual Enrollment Program, including any prerequisites for the courses requested.

High School Attending: _____

School District: _____

Student Grade at Term of Enrollment: 9 10 11 12 Expected Graduation Year: _____

High School Counselor Name: _____ Phone Number: _____

High School Counselor Signature: _____ Date: _____

Please return this form to the Office of Admissions & Records or email completed form to evcsaf@evc.edu.