

## HARTNELL COMMUNITY COLLEGE DISTRICT

### **BP 5010 Admissions and Concurrent Enrollment**

**Reference** Education Code Sections 52620, 52621, 76000, 76001, 76002, and 76038; Labor Code Section 3077; 34 Code of Federal Regulations Part 668.16 subdivision (p) (U.S. Department of Education regulations on the Integrity of Federal Student Financial Aid Programs under Title IV of the Higher Education Act of 1965, as amended); ACCJC Accreditation Standard 2

#### **Admission**

The District shall admit students who meet one of the following requirements and who are capable of profiting from the instruction offered:

- Any person over the age of 18 and possessing a high school diploma or its equivalent.
- Other persons who are over the age of 18 years and who, in the judgment of the CEO or designee are capable of profiting from the instruction offered. Such persons shall be admitted as provisional students, and thereafter shall be required to comply with the District's rules and regulations regarding scholastic achievement and other standards to be met by provisional or probationary students as a condition to being readmitted in any succeeding semester.
- Persons who are apprentices as defined in Labor Code Section 3077.

The District shall in its discretion, or as otherwise federally mandated, evaluate the validity of a student's high school completion. The CEO shall establish procedures for evaluating the validity of a student's high school completion.

#### **Admission of K-12 Students (Concurrent Enrollment)**

K-12 students must complete an assessment to establish the ability to benefit from college instruction. Within the first two weeks of a regular semester and the first three days of a summer term or intersession, the faculty member of record will retain the right to determine whether the student's progress, participation and maturity are sufficient to continue or be dropped from the class.

A parent or guardian must complete a College Concurrent Enrollment Form requiring the signatures of the parent, school principal, Hartnell College Counselor, and District administrator(s).

- Any student whose age or class level is equal to grades 9-12 is eligible to attend as a special part-time student or full-time student for advanced scholastic or vocational courses.
- Students in grades K-8 are not eligible to attend any credit or non-credit course at Hartnell College, except for those courses specifically designed for students at that grade and age level (academic camps for young students, children's theater, etc.)

**Denial of Requests for Admission**

- If the Board denies a request for special full time or part time enrollment by a pupil who is identified as highly gifted, the board will record its findings and the reason for denying the request in writing within 60 days.
- The written recommendation and denial shall be issued at the next regularly scheduled board meeting that occurs at least 30 days after the pupil submits the request to the district.

The CEO shall establish procedures regarding evaluation of requests for special full-time or part-time enrollment by a pupil who is identified as highly gifted.

**Claims for State Apportionment for Concurrent Enrollment**

Claims for state apportionment submitted by the district based on enrollment of high school pupils shall satisfy the criteria established by statute and any applicable regulations of the Board of Governors.

The CEO or designee shall establish procedures regarding compliance with statutory and regulatory criteria for concurrent enrollment.

Adopted 5/8/12  
Formerly BP 3035