

ADVANCED EDUCATION POLICIES AND GUIDELINES

Advanced Education is intended to provide you with educational enrichment opportunities at the community college. To ensure your success as an Advanced Education student, the following questions and answers related to Advanced Education have been developed to guide your enrollment. College classes often include adult/mature subject matter.

Who can enroll in Advanced Education classes?

- You must demonstrate exemplary academic achievement, as demonstrated by multiple measures including, but not limited to grades in similar courses, GPA of 2.7, analysis of transcripts, assessment results, other student achievements, and/or letters of support from high school counselors and teachers, *except* when enrolling in the following courses or programs: Academies (e.g., electronics or health); Special college-based programs targeted for at-risk students, such as AVID, PACE and the Early Start Program.
- You must have completed the tenth grade or be 16 years of age by the first day of instruction.
- You must be mature enough to understand the course material and to benefit from the presentation style.
- You must be mature enough to avoid jeopardizing your safety or the safety of others.

What courses are excluded from the Advanced Education?

- Basic skills courses (courses with numbers 1-99).
- Courses that require repetition due to an unsatisfactory grade received at your school.
- Courses offered at your school during the same semester you wish to enroll at the college. *However*, if you are enrolled in the maximum units your high school permits, you may enroll in a college course, even if it is offered at your high school during the same semester. *Also*, if you have satisfactorily completed a high school course and wish to enroll in a more rigorous college course in the same discipline, you may do so.
- If you are receiving your education in a non-traditional setting, general education courses should be taken in that setting.
- Courses where your 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.

What do I need to provide to the college counselor to apply for Advanced Education?

- New students must have completed an online Los Rios application (indicating that you are an Advanced Education student, not a new student) and continuing students must complete the Supplemental Student Data Sheet.
- Make an appointment with the college counselor and bring the following documents *with all required signatures*:
 - ✓ a completed Advanced Education Application, including a typed statement about how you meet the criteria and why you want to participate in Advanced Education
 - ✓ the appropriate assessment exam results (if you are enrolling in math or English, or a course with a math or English prerequisite)
 - ✓ your high school transcript; if you are enrolled in a school where transcripts are not available, a record of completed course work, achievement level, grade level, and a copy of your current high school class schedule
 - ✓ a copy of your Private School Affidavit when appropriate
 - ✓ documentation of age (if home schooled or age is not reflected on high school transcript)

Each semester you wish to enroll, you must resubmit all of the above forms.

How do I register for classes?

- You are required to register in person (not by phone or online) during "PRIORITY TWO" registration period or during "OPEN" registration period.
- If you enroll in a class held at the high school during the school day, you may be assisted with your enrollment at the time the class meets.

What else do I need to know about Advanced Education?

- The course credit and grades you receive will become a part of your *permanent college record*.
- You are strongly urged to complete the assessment process in reading, writing, and math (check course prerequisites).
- You 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.
- You can enroll in a maximum of 2 courses (which may exceed 6 units) each semester or summer session.
- You will not be charged enrollment fees **unless you are a non-resident or international student**, but you will have to pay other fees, such as the Universal Transit Pass fee.
- 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 a petition requesting further consideration.
- If you have already taken college courses, you must maintain at least a 2.0 GPA in those classes to be allowed to take additional classes as an Advanced Education student.

I have read and understand these guidelines for Advanced Education students. Furthermore, I understand that FERPA (Family Educational Rights and Privacy Act) allows parents access to student records under certain limited conditions. For more information, go to <http://www.losrios.edu/legal/Regulations/R-2000/R-2265.htm>.

Parent/Guardian Signature

Student Signature

Date