



# Cosumnes River College

## Advanced Education Instructions and Application

### **Step I – Advanced Education Application:**

Student: Complete and sign both Section I and the back of the Advanced Ed Application.

Parent/Guardian: Complete and sign both Section III and the back of the Advanced Ed Application.

**Step II – H.S. Approval:** It is recommended that you meet with your high school counselor to discuss the courses you are interested in. You should also request a copy of your transcripts with your current high school classes included. You are allowed to list up to four classes in your application. Obtain approval and signature from school principal or designated counselor. If not signed by the principal, your application packet must include a copy of a designee letter signed by the principal. (*Note: Enrollment is limited to two classes per semester. We do not guarantee that requested classes will be available at the time of registration. Please see back of application for courses excluded from Advanced Education.*)

**Step III – Los Rios Community College District Application:** Go to [www.losrios.edu](http://www.losrios.edu) and complete the Online Application. After submitting the application, check your email immediately to ensure your application is being processed and again after 30 minutes to retrieve your Los Rios Student ID Number. (If you are a continuing Advanced Education Student, log in to your eServices account to complete the Supplemental Enrollment form only).

**Step IV – Assessment Exam:** If a class you wish to take has a prerequisite requirement of English or Math, take the CRC Assessment Exam. Go to the Assessment website at [www.crc.losrios.edu/assessment](http://www.crc.losrios.edu/assessment) for testing information and times.

**Step V – College Approval:** Bring the following materials to the CRC Counseling Office (916-691-7316) located in the Library Building on the 2nd floor or submit to a CRC Outreach Specialist at your school:

1. Completed Advanced Education (Section I – III AND the back of the Advanced Ed Application)
2. Designee letter (if needed- refer to Step II)
3. H.S. transcripts
4. Assessment results (if applicable)
5. Typed Statement explaining how you meet the criteria for Advanced Education
6. Documentation of age (if Home Schooled or not reflected on high school transcript)
7. Home School Affidavit (Official record of completed course work, achievement level).

Incomplete packets WILL NOT be accepted. You will be notified by email or phone if your application has been approved or denied. Approved applications will be available for pickup in the CRC Counseling Office.

**Step VI – Registration:** You are allowed to register for classes in person only, at the Admissions and Records office on (or any time after) your Priority 3 enrollment appointment date and time (log in to your eServices account to see your enrollment appointment). Or you may register during the Open Registration period.

**Questions? Contact Outreach Services at 916-691-7511 or 916-691-7112.**

NOTE: If the Advanced Education Application is denied or referred to the Dean of Student Services & Counseling, the student must complete an Advanced Education Petition and provide additional documentation to support the petition. The petition is available for download at [www.crc.losrios.edu/counseling](http://www.crc.losrios.edu/counseling).