



# 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** –If a class you wish to take has a prerequisite requirement of English or Math, information from your high school transcript will be used. Placement into a math or English course will take into account high school *completed* coursework, high school grades, and high school grade point average, pursuant to AB705.

Please refer to the Assessment website [www.crc.losrios.edu/assessment](http://www.crc.losrios.edu/assessment) for more information.

**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.

- Completed Advanced Education Application  
(Section I – III AND the back of the Advanced Education Application)
- Designee letter (if needed- refer to Step II)
- H.S. transcripts
- Typed Personal Statement explaining how you meet the criteria for Advanced Education
- Education Documentation of age (reflected on high school transcript)
- If Home Schooled, submit the 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.

*Please note that the processing time for Advanced Education Packets is 14 business days.*

**Step VI – Registration:** Once your packet is approved, you will receive a phone call. A&R will complete course enrollment for you (based on the selections on your packet) on (or any time after) your Priority 3 enrollment appointment date and time (log in to your eServices account to see your enrollment appointment).

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

\*NOTE: If the Advanced Education Application is denied or referred to the Vice President of Student Services, 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).