

7.01 Eligibility Requirements for Admission of Students

1. The Dean of Enrollment Services shall be responsible for coordinating the admission process of students, including student eligibility.
2. Any individual applying for admission to any College of the District must meet one of the following requirements and be capable of profiting from the instruction offered:
 - a. Be a graduate of a high school. The District shall in its discretion, or as otherwise federally mandated, evaluate the validity of a student's high school completion. The Chancellor or designee shall establish procedures for evaluating the validity of a student's high school completion.
 - b. Be a non-high school graduate who is 16 or 17 years of age, who has passed the California High School Proficiency Examination or completed the G.E.D. Examination Series with a minimum score of 50 on any one test and an average of 55 or more for all tests.
 - c. Be 18 years of age or older and, in the judgment of the President of the College or designee, be 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 of being readmitted in any succeeding semester.
 - d. Be an apprentice as defined in Section 3077 of the Labor Code.
 - e. Be a high school student (grades 9-12) whose admission as a part-time (as defined in Education Code, Section 48800) or full time student (as defined in Education Code Section 48800.5) is recommended for advanced scholastic or vocational courses by his/her high school principal, or designee, and approved by the President of the College or designee. Any student enrolled in grades 9-12 may attend fall, spring and summer sessions.
 - i. The Chancellor or designee shall establish procedures regarding ability to benefit and admission of high school or younger students.
 - ii. Denial of Requests of Admission
 1. If the President of the College or designee deems that a high school student does not demonstrate the ability to profit from the advanced scholastic or vocational courses recommended by the high school principal, or designee, the President of the College will provide a recommendation to the Board to deny the student's admission as a special full time or part time student.
 2. The Board will review the President's recommendation. If the Board denies a request for special full time or part time enrollment by a student who is identified as highly gifted, the Board will record its findings and the reason for denying the request in writing within sixty (60) days.
 3. The written recommendation and denial shall be issued at the next regularly scheduled Board meeting that occurs at least thirty (30) days after the student submits the request to the District.
 - iii. The Chancellor or designee shall establish procedures regarding compliance with statutory and regulatory criteria for concurrent enrollment.

7.01 Eligibility Requirements for Admission of Students (continued)

- iv. 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.
3. Admission to the College may be granted or denied within the framework of existing education and administrative codes and District/College policies.
4. Colleges of the District shall admit transfers from other collegiate institutions. If such transfer students are academically deficient, they may be admitted, but upon admission are subject to the academic standards of the District applied to all coursework completed at any of the Colleges in the District.
5. Each College shall admit students who are not residents of the State of California. These students shall be required to pay non-resident tuition.
6. In all impacted programs and other programs and classes requiring special screening, the final selection of students will be the prerogative of the appropriate College staff.
 - a. Criteria to be used in establishing priority admittance to these programs and classes shall include a review of all applicable academic prerequisites, required college-level work, standard testing, interview, and evidence the persons meets health requirements.
 - b. The District has the primary responsibility for providing educational opportunities for residents of the District. Therefore, priority in admission to these programs shall be given to District residents.
7. Information regarding admission policies and procedures shall be maintained in the college catalogs.
8. The District will not provide any commission, bonus, or other incentive payment based directly or indirectly on success in securing enrollments or financial aid to any persons or entities engaged in any student recruiting or admission activities or in making decisions regarding the award of student financial assistance, except that this paragraph shall not apply to the recruitment of foreign students residing in foreign countries who are not eligible to receive federal student assistance.

References: Education Code Sections 76000, 76001 and 76002.; Labor Code Section 3077; 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; 34 Code of Federal Regulations Section 668.16(p)

(Revised 3/12 xx/xx)