

Student Services

1 BP 5010 ADMISSIONS AND DUAL ENROLLMENT

2 References:

- 3 Education Code, Sections 52620, 52621, 76000, 76001, 76002, and 76038
- 4 Labor Code, Section 3077;
- 5 34 CFR 668.16(p) (U.S. Department of Education regulations on the Integrity of
- 6 Federal Student Financial Aid Programs under Title IV of the Higher Education
- 7 Act of 1965, as amended);
- 8 ACCJC Accreditation Standard II.C.6

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

- 11 • Any person over the age of 18 and possessing a high school diploma or its
12 equivalent.
- 13 • Other persons who are over the age of 18 years and who, in the judgment of the
14 President/Superintendent or designee, are capable of profiting from the instruction
15 offered.
- 16 • Persons who are apprentices as defined in Labor Code, Section 3077.
- 17 • Secondary school students and other special admit students who are able to
18 demonstrate their ability to benefit from college education and who meet the
19 specified admissions and enrollment criteria per applicable Education Code, state
20 regulations, and Board policies and administrative procedures.

21 The District may deny or place conditions on a student's enrollment upon a finding by the
22 Board or designee that the applicant has been expelled within the preceding five years or
23 is undergoing expulsion procedures in another California community college district, and
24 that the applicant continues to present a danger to the physical safety of the students and
25 employees of the District.

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

29 Admissions to Special Programs

30 In addition to meeting the academic standards for admission to the College, students
31 wishing to enroll in a special course of study must satisfy additional admissions
32 requirements. Specific criteria for admission to those programs shall be approved by the
33 President/Superintendent.

34 Any student in an adult education program that is pursuing a high school diploma or high
35 school equivalency certificate in a program administered by a school district or noncredit
36 program administered by a community college district is eligible to attend as a special

37 part-time student. The student must receive the recommendation of the administrator of
38 the student's adult school or noncredit program of attendance.

39 **Denial of Requests for Admission for Special Admit Students**

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

45 The President/Superintendent or designee shall establish procedures for evaluation of
46 requests for special full-time or part-time enrollment by a pupil who is identified as highly
47 gifted.

48 **Claims for State Apportionment for Concurrent Enrollment**

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

52 The President/Superintendent shall establish procedures regarding compliance with
53 statutory and regulatory criteria for concurrent enrollment.

54 The College Catalog, which is updated annually, contains the most recent information
55 regarding admissions.

56 Office of Primary Responsibility: Vice President, Student Services

57 Also see AP 5010 titled Admissions and Concurrent Enrollment

Date Adopted: May 16, 2007

Date Revised: June 13, 2012; January 28, 2019; February 22, 2023

Date Reviewed: February 20, 2019