

High School Concurrent Enrollment Program

Peralta Community College District

Peralta's concurrent enrollment program provides enrichment opportunities for high school and Pre-high school students who can benefit from college level instruction.

The Concurrent Enrollment Program is specifically designed to accelerate the academic career of K-12 students. Access to the Concurrent Enrollment Program is NOT allowed for

- (1) remedial work,
- (2) work to make up for failed high school or middle school classes,
- (3) recreation or hobbies, or (4) generally any class that can be taken at the local K-12 school.

High School and pre-high school students may enroll in the Peralta colleges as special part-time students. Enrollment must be recommended by the principal, with parental consent.

A student participating in the concurrent enrollment program receives college credit. With the approval of the high school the student may also receive high school credit. The Office of Admissions and Records will send the transcript to the high school upon the student's completion of the class.

Because the student is enrolling in a college level course, the student must participate in the matriculation program; that is, must be assessed if enrolling in an English, ESL, or math course and receive orientation. The student must follow all the regulations and policies of the college, including adhering to any prerequisite requirements. It is recommended, but not required, that the student bring a high school transcript to assist the college in determining the correct level of courses.

For further information, contact the Office of Admissions and Records, 333 E.8th St., Oakland, 94606 at 466-7368.

Steps for Completing the Electronic High School Concurrent Enrollment Form:

Step 1: Choose which campus(es) you will attend by clicking in the appropriate boxes. An "x" will appear.

Step 2: Choose which semester you will attend by clicking the appropriate box. An "x" will appear (You must fill out a separate concurrent enrollment form for each semester you wish to attend.)

Step 3: Type the two digit year that you will be attending the Peralta Colleges where it says "Term of" (i.e. "06", "07", etc...)

Step 4: Proceed to type in your name, address, city, state, zip, school that you are currently attending, the city and state of your school, social security number (no dashes), birthdate, telephone number (no dashes or parenthesis), and current grade (i.e. 10th, 11th, etc...)

Step 5: Scroll down to the bottom of the form and input the desired course information (see example)

Step 6: Print, sign and date and proceed to get the required signatures.

Step 7: Complete a Peralta Admissions Application online (by going to www.peralta.edu) or in person at any one of the four Peralta Colleges Admissions & Records Offices and submit with this completed High School Concurrent Enrollment Form.

Peralta Community College District Concurrent Enrollment Form

**Request for
Students (K-12)
to attend:**

- | | | | |
|--|--|---|--|
| <input type="checkbox"/> Berkeley City College
2050 Center Street.
Berkeley, CA 94704
(510) 841-8431 | <input type="checkbox"/> College of Alameda
555 Atlantic Avenue
Alameda, CA 94501
(510) 522-7221 | <input type="checkbox"/> Laney College
900 Fallon Street
Oakland, CA 94619
(510) 834-5740 | <input type="checkbox"/> Merritt College
12500 Campus Drive
Oakland, CA 94619
(510) 531-4911 |
|--|--|---|--|

For the: Summer Fall Spring Term of 20_____

Note: Please omit dashes & parenthesis when electronically filling out the Social Security Number & Telephone Number (Please Type or Print Clearly).

Student's Name	Social Security Number
Address	Birthdate
City, State	Zip Code
School Currently Attending	Telephone Number with Area Code
City	Current Grade
State	

Steps For Concurrent Enrollment

1. Read the class schedule and choose a course you would like to take.
 2. Complete and take this form to your school counselor to obtain his/her signature and discuss your selection.
 3. Obtain your school Principal's signature.
 4. Get your parent's approval for attending a college class and have them sign this form.
 5. Go to the college of your choice. Complete an Admissions application and submit it to the Admissions & Records Office with this form.
 - 6. You will be required to take assessment tests if you enroll in English, Math, or ESL courses, and you must adhere to any prerequisite requirements.**
 7. You must fill out a separate concurrent enrollment form for each semester you wish to attend.
 8. If you would like to enroll in 6.5 to 11.5 units, you must obtain permission from the college VP of Student Services prior to enrollment, and you must furnish high school transcripts to make the request.
 9. High School complies with section 76001 of the California Education Code.
 10. High School complies with section 4880 of the California Education Code.
- For any particular grade level, a principal may not recommend for community college summer session attendance more 5% of the total a number of pupils who completed that grade immediately prior to the time of recommendation.

Note: Units earned will be granted as college credit. It is the high school's prerogative to grant high school credit for courses taken in the Peralta Colleges.

We have read and understand the above Steps for Concurrent Enrollment and authorize the college to release information requested by my school.

X _____ Student's Signature	X _____ Parent's or Guardian's Signature
Date	Date

Permission is granted for the above-named student to enroll in the following courses at _____ .
(Print Name of College(s))

X _____ School Counselor's Signature	X _____ School Principal's Signature and Seal/Stamp
Date	Date

DEPT. & COURSE #	COURSE TITLE	HOURS	DAYS	ROOM	INSTRUCTOR	UNITS	CLASS CODE	H.S. Counselor Approval
Ex: NUTR 010	Ex: Nutrition	Ex: 9am - 12pm	Ex: MTWTh	Ex: D243	Ex: Johnson	Ex: 4 units	Ex: M1234	Counselor Initials

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