ADULT SCHOOL SPECIAL ENROLLMENT PROGRAM

Peralta's Adult School Special Enrollment Program ensures adult school students a smoother transition from high school equivalency programs to college by providing them with greater exposure to the collegiate atmosphere.

*Each college may admit a number of adult school students enrolled in high school diploma or high school equivalency programs who have an interest in earning a college degree or who desire specialized or advanced training. Such admission must be with the authorization of an official adult school designee. **Other high-school students may be admitted on the basis of a contractual arrangement between the District and the high school of attendance (PCCDBP 5010).*

Adult school students enrolling in a college level course must follow all guided self placement requirements (AB 705) and all the regulations and policies of the college, including adhering to any prerequisite requirements. It is recommended that the student brings GED/HiSET scores or a high school transcript to assist the college in determining the correct level of courses.

All special part-time adult school students, including nonresident special part-time adult school students, are exempted from paying California Community College enrollment and all other fees. ***Adult school students*** *enrolled in* ***more than 15.0 units*** *are required to pay enrollment and all other mandatory fees* ***(see the current Peralta Colleges class schedule for current health, campus use and transportation fees).***

Adult School Special Enrollment is specifically designed to accelerate the academic or vocational career of adult school students. Access to Special Enrollment is NOT allowed for:

1. Remedial work (any classes that are not college level and cannot be applied to an associate degree or higher). Remedial course numbers are generally 250 or higher. ESOL is not considered remedial work. Check the college catalog for courses that are degree applicable.
2. Recreation or hobbies.
3. Any class that can be taken at a local adult school.

Steps for Adult School Special Enrollment Program:

1. Contact adult school Transition Liaison (TL) or Adult High School counselor to discuss your interest/ eligibility in the program.
2. Complete the online CCCApply application to obtain a Peralta Student ID (please seek assistance from TL or Adult High School counselor).

- Enroll in courses via Adult School Special Enrollment form
- Set up Student Campus Solutions, Student Email
- Connect with a Peralta College counselor to create a Student Education Plan

Units earned will be granted as college credit. It is the adult school's prerogative to grant adult high school credit for courses taken in the Peralta Colleges. The Office of Admissions and Records will send a transcript to the high school upon request.

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Request for Adult School students to attend: ☐ **Alameda** ☐ **Berkeley** ☐ **Laney** ☐ **Merritt**

Term: ☐ Summer ☐ Fall ☐ Spring **Year: 20___**

ADULT SCHOOL STUDENT INFORMATION

Student's Name: _____
Last Name *First Name* *M.I.*

Student ID: _____

Address: _____
Street *City* *State* *Zip*

Phone: _____ **Email:** _____

Student's Signature: _____ **Date:** _____

ADULT SCHOOL AUTHORIZATION

Permission is granted for the above-named student to enroll in courses at: _____

Adult School Currently Attending: _____

Adult School Location: _____
Street *City* *State* *Zip*

Designated Adult School Representative: _____

Title of Designated Representative: _____

Authorizing Signature: _____ **Date:** _____

AUTHORIZED CLASS SCHEDULE

CLASS CODE	DEPT. & COURSE #	COURSE TITLE	HOURS	DAYS	ROOM	INSTRUCTOR	UNITS	

****Students enrolled in more than 15.0 units are required to pay enrollment and all other mandatory fees.**

ADMISSIONS AND RECORDS USE ONLY

Processed by: _____ _____