



HIGH SCHOOL SPECIAL ENROLLMENT

Special enrollment provides educational opportunities for high school students who can benefit from college level instruction. High school students can take approved Peralta Community College courses with the permission of their high school counselor and a parent or guardian. High school students enrolling in college level courses must satisfy the prerequisites of the courses they take and follow all college rules and policies.

Special enrollment provides high school students with opportunities to accelerate their academic or vocational career and expands access to higher education.

High school students with special enrollment are exempt from paying California Community College tuition and fees. There are some restrictions on the courses that can be taken by special enrollment high school students. Please meet with your high school or college counselor to confirm that the courses you sign up for are appropriate.

Policy and Guidelines

- **Who can take special enrollment courses?** Students in grades 9–12 with the approval of their high school counselor and a parent or guardian. *
- **All courses taken become part of the students' official college record.** This means special enrollment students have a big responsibility because their performance in these courses will be on their permanent record and can affect their admission to other colleges or universities, their eligibility for financial aid and their eligibility for athletics.
- **Tuition and Fee:** Special admit High School students who are California residents will not be charged enrollment fees or any other college/district fees.

* Home schooled students must get written approval from their local high school district.

Steps to Apply for High School Special Enrollment

1. Talk to a high school counselor to choose a course or courses that will help you make progress toward your educational and professional goals.
2. Visit www.peralta.edu and click "Apply Now" to complete an Admissions application.
3. Complete this High School Special Enrollment form. It must be signed by a high school counselor as well as a parent or guardian.
4. To enroll, submit the High School Special Enrollment form to your College Admissions and Records Office. You must fill out a separate form for each semester you wish to attend.

Students will receive college credit for the successful completion of a Peralta course. Their high school may also provide high school credit for courses taken in the Peralta Colleges. The Peralta Office of Admissions and Records will send a transcript to the high school upon request.



HIGH SCHOOL SPECIAL ENROLLMENT

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

Term: ☐ Summer ☐ Fall ☐ Spring Year: 20____ H.S. Grade Level (on the 1st day of the college term): _____

High School Student Information

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

Peralta Student ID: _____ Date of Birth: _____
or last 4 digits of SSN

Address: _____
Street City State Zip

Phone: _____ Email: _____

H.S. Student's Signature: _____ Date: _____

I hereby certify that I am the parent/guardian of the above-named student and am in agreement with, and give my consent for, his/her attendance at the above named college(s). We have read and understand the Steps for High School Special Enrollment Program and authorize the college to release information requested by my school.

Parent or Guardian's Signature: _____ Date: _____

HIGH SCHOOL AUTHORIZATION

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

High School Currently Attending: _____

High School Location: _____
Street City State Zip

H.S. School Counselor's Name: _____ Date: _____

H.S. School Counselor's Signature: _____ Date: _____

* Per Education Code Section 48800, for summer sessions, K-12 principals may not recommend more than five percent of the number of pupils who have completed a particular grade immediately prior to the time of the recommendation.

HIGH SCHOOL DISTRICT AUTHORIZATION (FOR HOME SCHOOLED STUDENTS ONLY)

H.S. District Official's Name: _____ Phone: _____

H.S. District Signature: _____ Date: _____

AUTHORIZED CLASS SCHEDULE

CLASS CODE	DEPT. & COURSE #	COURSE TITLE	HOURS	DAYS	ROOM	INSTRUCTOR	UNITS	H.S. COUNSELOR APPROVAL

ADMISSIONS AND RECORDS USE ONLY

Processed by: _____ Date: _____