



## Dual enrollment is subject to the following requirements:

- **Students must have completed the 8th grade;**
- **Students must complete the appropriate college placement** when registering for an English or Mathematics;
  - (1) Students should present to the Admissions & Records Office their photo identification (driver's license or another form of photo identification) for placement and to receive testing results; and,
  - (2) the High School Recommendation Form signed by the High School Designee or County Superintendent;
- **Student must have met** any course prerequisite requirements;
- **Student should enroll in college-level coursework;**
- **Students are required** to fulfill the minimum day requirement at their high school, or for charter/home school students, the parent has to verify that the proposed college coursework will not interfere with the student's basic high school coursework;
- **Charter/home-school students must present** a grade equivalency certification, documenting the grade level they have achieved;
- **Charter/home-school students must present** a copy of the affidavit submitted to the State or County Office of Education to document the student's involvement in an educational process;
- **Students are responsible** to discuss the use of the college course with the high school **PRIOR TO ENROLLING IN THE COURSE**. The college assumes no responsibility for the agreement between the high school and the student. Students attending a class with the Yuba Community College District are expected to abide by all rules and regulations of the District. **Non-residents will be WAIVED of paying non-resident tuition.**

*See Schedule of Classes or College Webpage for registration dates for high school students.*

## Dual Enrollment Administrative Procedures

In accordance with Board Policies 5010 and 5011, the Yuba Community College District will admit students under the age of 18 who do not hold high school diplomas or the equivalent, as special part-time students, provided these students are recommended by their high school as being able to benefit from advanced scholastic and vocational coursework, **excluding physical education courses**. Students must have the written recommendation of their high school designee/county superintendent, **and** written parental approval.

## Information for High School Designee/Principal/County Superintendent Only

By signing this recommendation form, the High School designee is certifying that he/she is in compliance with Section 48800 of the Education Code.

### For Summer Session Classes ONLY:

Note: The High School Principal may recommend a pupil for community college summer session for the following courses regardless of the 5% limitation:

- (1) College course-level coursework that applies toward the IGETC or CSU GE requirement;
- (2) College-level occupational coursework that is part of a sequence of career-technical education courses leading to a degree or certificate in that subject area.
- (3) Courses that are necessary to assist pupils who have not passed the California High School Exit Exam.

Other than these **3** exemptions to the 5% rule, the High School Principal may only recommend a pupil for community college summer session if that pupil meets all of the following criteria:

- (A) Demonstrates adequate preparation in the discipline being studied;
- (B) Exhausts all opportunities to enroll in an equivalent course, if any, at his/her school of attendance.

If the pupil does not qualify for one of the **3** exemptions, a High School Principal **may not** recommend for community college summer session attendance more than 5% of the total number of pupils who completed that grade immediately prior to the time of recommendation.