

Palo Verde College ADMISSIONS PROCEDURES FOR HIGH SCHOOL STUDENTS AND YOUNGER

Eligibility Information

Admission to Palo Verde College is open to anyone who is a high school graduate, who possesses a GED Certificate, or who holds a High School Equivalency Certificate. Those who are not high school graduates or do not have one of the equivalency certificates, but who are eighteen (18) years of age and show evidence of being able to benefit from instruction, may attend the college.

Students currently attending High School may also register for classes at the college as special part-time students. Through this program PVC is providing an opportunity for qualified high school students to study in advanced-level instructional areas not offered at their present school, as well as getting some college work completed early.

All high school students that wish to participate are required to first **apply for admissions online** and submit the Special Admission Request for High School Students form prior to registration. Enrollment in some courses will be limited (i.e. equipment limitations, safety regulations and enrollment in physical education or remedial courses are not allowed).

Policies and Requirements for Special Admission

1. Students must attend the minimum day at their primary school.
2. Students are required to meet all course prerequisites.
3. Students are responsible for the grades received, and for dropping a class if no longer attending.
4. Students participating in this program do so under the direction of their school principal/counselor (attendance and grades will be forwarded to the Palo Verde High School registrar per the Inter-District Educational Services Agreement.)
5. Most applicants who are accepted to PVC will be allowed to enroll in a scholastic or vocational course for which they are recommended; however, enrollment in some courses will be limited (i.e. equipment limitations, safety regulations and enrollment in physical education or remedial courses are not allowed).
6. Students are eligible only for the open enrollment period and do not qualify for priority registration.
7. All PVC students are responsible for complying with the rules and regulations of the college as published in the PVC catalog and schedule of classes.
8. Enrollment in the special admission program will establish a **permanent college record**. Courses taken for college credit may be used to meet high school graduation requirements; however, this determination is solely made by the primary school district.
9. The Special Admission Request for High School Students must be turned in each semester.
10. Parents or guardians for high school students are not permitted to enroll, drop, or add classes.
11. The Palo Verde Community College District Board has approved the waiver of enrollment fees for California residents for special part-time high school students (Ed Code 76300). **Registration of high school students is limited to 11 units per semester or 5.5 units for summer session (High school students enrolled full time and non-residents will be required to pay enrollment fees for entire course load.)**
12. **Security should be a primary concern** for parents of high school students who attend the college, particularly after dark. Faculty can not be expected to wait with students until their ride arrives.

I have read, understand, and agree to the above policies and requirements. Additionally, I will ___ will not ___ grant permission for my parent or guardian below access to my academic records. If granted, permission will only be granted for the term covered by this permit. (You must indicate a choice of either will or will not in the statement above.)

Student Signature

Student Name (Please Print)

Date

I have read, understand, and agree to the above policies and requirements. Additionally, I understand that student records may be accessed or released only with written authorization from the student. Please be advised that explicit and/or adult level content may be discussed in certain courses.

Parent/Guardian Signature

Parent/Guardian Name (Please Print)

Date

Complete both sides of form

PVC SPECIAL ADMISSION REQUEST FOR HIGH SCHOOL STUDENTS AND YOUNGER

Follow instructions below:

- Apply to PVC online at www.paloverde.edu
- Read and sign the reverse side of this form (complete student portion and obtain parent/guardian signature).
- Complete the information below.
- Obtain the principal/vice principal’s signature and recommendations.
- Return all completed forms to a college counselor, call 760-921-5500 to schedule an appointment.
- Students below 9th grade level must also complete and attach a Petition Form (available online www.paloverde.edu – admissions – forms). Petition requires Board Approval.

STUDENT INFORMATION

Applicant’s Name: _____ PVC Student ID: _____
Last (Please Print) First MI

Telephone Number () _____ Date of Birth: _____

Current Grade Level: _____ Anticipated High School Graduation Date: _____

Requesting special part-time admission for (check one) () Spring () Summer () Fall Year: _____

IMPORTANT ADD/DROP OR CHANGE OF SCHEDULE NOTICE:

Prior to adding, dropping, or making any changes to your schedule, HS students must:

1. See a college counselor (make an appointment by calling 760-921-5500)
2. Student must submit a separate add/drop card to make any changes

Course Number	Section	Course Name	Units	Time	Days	Instructor	Room

3. Student must also submit a new Special Admissions Request form with appropriate signatures to add a course.

COURSE RECOMMENDATIONS:

Total Units _____ PVC Counselor _____ High School Credit Only _____ College Credit _____

*****HIGH SCHOOL AUTHORIZATION*****

Principal/Vice Principal’s Recommendation and Certification for the above named student:

As the student’s principal/vice principle, I certify that this student is attending a minimum day at my school, has adequate preparation for the discipline(s) to be studied, has exhausted all opportunities to enroll in an equivalent course(s) in my school, and does not exceed the five percent enrollment limit mandated to me under Education Code, Section 48800.

Principal/Vice Principal (Please Print)

Principal/Vice Principal Signature

Name of School
Forms/specialadmitapp(04/28/2022)

City

Date