



Irvine Valley College IUSD High School Special Admission Request

Complete the following steps to complete your registration

(more detailed information is on page 3)

BEFORE YOU WILL BE PERMITTED TO ENROLL:

- **Apply for Admission** (unless you are currently registered)
Go to: <http://admissions.ivc.edu> ; click on Admission to submit an Admission Application to IVC for summer 2020
- Complete the IUSD High School Special Admission Request and submit it to the Office of Admissions and Records.
Required on Form:
 - Requested Course(s) – Maximum 11 units
 - Principal's Permission (or designee)
 - School Seal
 - Parent's Permission
 - Student's Signature
- Class sizes are limited and are available on a first-come, first-served basis.

REGISTRATION:

IUSD Summer College Registration (in-person) begins at 8:00 am on Monday, May 4th. Only students who have applied for summer 2020 admission and have an IVC Student ID number will be permitted to enroll.

Please note: Submitting the IVC Admission Application does not register students for classes.

- **FEES:**
Enrollment Fees and Nonresident Tuition/Capital Outlay (except for those on valid nonimmigrant visas) are waived.
Measure BB will cover Health Fee, and if applicable Nonresident Tuition and Capital Outlay.
Students are responsible for Materials Fees, Parking Fees and purchasing text books.

Pay required fees if applicable either online through MySite or in person at the Bursar's Office.
Payment must be received within 5 business days or students may be dropped for nonpayment.

- Purchase books at the IVC Bookstore or online by visiting <http://www.ivc.edu/resources/bookstore>

Direct questions to:

David Shenouda, Senior Specialist
Office of Admissions and Records
949-451-5412
dshenouda@ivc.edu

Aida Saket, Senior Specialist
Office of Admissions and Records
949-451-5605
asaket@ivc.edu

Irvine Valley College and Irvine Unified School District have partnered to offer the following Summer 2020 classes exclusively for pupils enrolled in 9th – 11th grade in the 2019/20 school year at IUSD high schools. These college courses completed by K-12 students carry the full weight of college credit, and will count toward college degrees and/or certificates. These courses become a part of the student's permanent college academic transcript. K-12 students may enroll for either day or evening classes, but are limited to 11 units per semester or summer session. (Complete instructions are located on page 3)

COMPLETE USING BLUE OR BLACK INK

Student's Name _____
Last (Please Print) First Middle

IVC Student ID #: _____ Telephone: () _____ Date of Birth: _____

Email address _____ @ _____

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

DO NOT MAKE ALTERATIONS -- ALTERED FORMS WILL NOT BE ACCEPTED.

Check only the box for the class you wish to enroll

- BIO 1 The Life Sciences (Section 60665) – 3 units
- BIO 1L The Life Sciences Lab (Section 60550) – 1 unit
- MGT 1 Introduction to Business (Section 61305) – 3 units
- PSYC 1 Introduction to Psychology (Section 60450) – 3 units
- DMP 120 Basic Model Making (Section 90045) – 3 units

Principal's Recommendation and Certification:

I am pleased to recommend the above named student for enrollment at Irvine Valley College. I believe they are academically prepared for the course(s) listed above. This student has availed themselves of all possible opportunities to enroll in an equivalent course in the high school district of attendance and their enrollment will not exceed the summer session 5% enrollment limitation mandated by Education Code § 48800 and 48800.5. (See page 3 for additional detailed information)

Principal's Name (Please Print) _____ Principal's Signature _____ Date _____

Name of School _____ City _____ Phone # _____

Parent/Guardian Permission

Special admit students are treated like regularly admitted college students. I understand that my child is required to adhere to the academic and conduct standards, rules, and regulations of the College, and will not be afforded any special status or supervision before, during, or after class. I also understand that my child is being exposed to an educational environment designed for the adult learner, which may involve topics that might be considered controversial or offensive. I further understand that I will not have access to my child's student records (registration status, grades, etc.) without his/her written consent. I give permission for my child to enroll for course(s) at Irvine Valley College. (See page 3 for additional detailed information)

Parent/Guardian Name (Please Print) _____ Parent/Guardian Signature _____ Date _____

Student

I authorize IVC to enroll me in the classes checked above and understand that these courses are for college credit and MAY be used to meet high school graduation requirements as determined by my high school. I will request official transcripts to be sent to my high school. I also declare that all information submitted by me in connection with this request is true and accurate. (See page 3 additional detailed information)

Student Name (Please Print) _____ Student's Signature _____ Date _____

Irvine Valley College provides an opportunity for qualified K-12 students who wish to enroll for college level instructional areas not offered at their present school. This program is intended as educational enrichment rather than to reduce or make up course requirements of primary or secondary education. Please carefully review the program policies below. (References: California Education Code Sections 48800-48802, 76001, and 76003.)

INFORMATION FOR THE PRIMARY OR SECONDARY SCHOOL

Your signature constitutes the following:

- You believe the student to be academically prepared and mature enough to succeed in college level course work.
- The student has availed themselves of all opportunities to complete this course, if offered, through the primary or secondary school district.
- If this enrollment is taking place during the summer session, your school is not exceeding the 5% per class limitation as stated in Education Code Sections 48800 and 48800.5.
- Students must meet all prerequisites and (if required) complete assessment testing prior to registration in math and English classes.
- The Education Code places enrollment restrictions for physical education courses for concurrently enrolled students. Consequently, IVC does not permit K-12 students to enroll in physical education courses.
- Students are limited to 11 units.
- Students are responsible for requesting official transcripts to be sent.

INFORMATION FOR PARENTS

Special Admit students are treated like regularly admitted college students. I understand that:

- my child is required to adhere to the academic and conduct standards and regulations of the College, and will not be afforded any special status or supervision before, during, or after class.
- my child is being exposed to an educational environment designed for the adult learner, which may involve topics that may be considered controversial or offensive.
- I ***will not*** have access to my child's student records (registration status, grades, etc.) without his/her written consent. Educational privacy rights for courses completed at the college transfer to the student once they enroll in a college.
- my child is responsible for completing all transactions-submitting admission application, adding/dropping classes, requesting transcripts, etc. within college deadlines. Failing to comply with enrollment deadlines may result in not being enrolled or receiving failing grades. These deadlines are published in the class schedule available on the IVC website.
- all courses are offered for college credit. Courses may be used to satisfy primary or secondary educational requirements as determined by the appropriate school district.
- The Education Code places enrollment restrictions in physical education courses. Consequently, IVC does not permit K-12 students to enroll in physical education courses.
- my child is responsible for paying all required fees upon enrollment; Non-resident tuition (if applicable), enrollment fees (waived for 9th – 12 grade students), health fee, materials fees, and parking fees.
- as required by state law, my child may not enroll for more than 11 units and will receive a low priority registration appointment time so as to not displace regularly admitted college students.

INFORMATION FOR K-12 STUDENT

As a special admit student, you will not be granted any special privileges and will be treated like a regularly admitted college student. ***All classes are offered for college credit.*** Generally, you may enroll in any course for which you are recommended. However, the Education Code places strict restrictions on enrollment in physical education courses. Consequently, IVC is unable to accommodate requests for any physical education course.

I understand when I enroll in a class at Irvine Valley College that:

- I must abide by all college policies, regulations, and standards.
- I am expected to conduct all college business including, but not limited to submitting my admissions forms, registering and dropping my classes, paying required fees, and requesting my transcripts to be sent.
- I must provide written consent to my parents ***every time*** I request them to conduct business on my behalf.
- I am limited to enrolling in a maximum of 11 units and I will receive a low priority registration time so as to not displace regularly admitted students.
- I may only enroll for course(s) that have been recommended by my school district except for physical education courses. Because of the strict enrollment restrictions by the Education Code, IVC does not permit K-12 students to enroll in physical education courses.
- I must submit a new K-12 Special Admission Request for every new semester I wish to attend until I graduate.