

5001.                    ADMINISTRATIVE REGULATIONS ON ADMISSION AND  
REGISTRATION OF DUAL ENROLLMENT K-12 STUDENTS

5001.1            Responsibility

The Vice President, Student Support Services, shall be responsible for the implementation of these regulations.

5001.2            Intent

The purpose of SB 650 and AB 1533, the College Promise Partnership Act which authorizes the Long Beach Community College District and the Long Beach Unified School District to enter into a partnership, is to “provide a seamless bridge to college for [high school] pupils not already college bound and to reduce the time needed for advanced students to complete programs.”

5001.3            Eligibility

- A. Students must be currently enrolled in a public or private school or in a home school that has filed a private school affidavit. Students who have been expelled from high school may not attend LBCC as a dual enrollment high school student.
- B. If a student is not participating in a formalized early college pathways partnership (ECPP) program, the student (a) must be recommended by his or her high school principal or designee by signing the dual enrollment form as acknowledgement that the student is capable of benefitting from advanced scholastic or career technical education coursework, (b) must have his or her parent or guardian sign the dual enrollment form granting permission to attend the College, and (c) must complete the official LBCC admissions application.
- C. If a student is participating in a formalized early college pathways partnership (ECPP) program, the student (a) must be recommended by his or her high school principal or designee by signing the dual enrollment form, (b) must have his or her parent or guardian sign the dual enrollment form granting permission to attend the College, and (c) must be endorsed by the K-12 District’s ECPP coordinator or designee. If the desired course has a prerequisite, students must complete the assessment process and meet the stated prerequisite level.
- D. A student must complete and submit all of the required forms by the general dual enrollment deadlines published annually by the Enrollment Services Office or in accordance with ECPP program requirements as applicable. Late submissions will not be accepted.

- E. A dual enrollment student must maintain part-time status and cannot enroll in more than 11 units during the fall and spring terms and/or more than 5 units during the winter and summer terms unless he or she is participating in a formalized early college pathways partnership (ECPP) program that stipulates a higher maximum unit load of up to 15 units.
- F. All dual enrollment forms and LBCC admissions applications must be reviewed and approved by the Enrollment Services Office before a student is granted permission to enroll in courses at the College. If the student is participating in a formalized early college pathways partnership (ECPP) program, the ECPP Office must review and approve the dual enrollment form as well.
- G. Student applicants to LBCC who are not 18 years of age, who are not attending public or private school or a home school that has submitted a private school affidavit and who have not graduated from high school may not participate in dual enrollment.
- H. A student applicant to LBCC who is 18 years of age or older who is still attending a public or private K-12 school and who has not graduated from high school may participate in dual enrollment as long as the student meets the same eligibility conditions listed above but is not required to have his or her parent or guardian sign the dual enrollment form granting permission to attend the College.

5001.4      Appeals

- A. A K-12 student not participating in a formalized early college pathways partnership (ECPP) program that allows for full-time enrollment who wishes to enroll full-time at the College must petition the governing board of the school district in which the student is enrolled to authorize the attendance of the student at the College as a special full-time student on the grounds that the student would benefit from advanced scholastic or career technical education coursework. If the governing board denies the petition, the student's parent or guardian may file an appeal with the County Board of Education which shall render a final decision on the petition in writing within 30 days. If the governing board grants the petition for the student to attend the College as a full-time special admit, the petition must then be approved by the Executive Dean of Enrollment Services.
- B. A K-12 student not currently enrolled in a public or private school who wishes to enroll part-time or full-time at the College must petition the Superintendent/President for permission based upon the grounds that

the student would benefit from advanced scholastic or career technical education coursework.

5001.5      Restrictions

If a dual enrollment student is not participating in an early college pathways partnership (ECPP) program, he or she is statutorily required to have a low registration priority so as not to displace regular college students. If a student is participating in an early college pathways partnership (ECPP) program, he or she may be eligible for higher registration priority as outlined in the memorandum of understanding. All dual enrollment students shall have full access to all benefits and priorities normally afforded regular college students.

5001.6      Student Status

- A. All dual enrollment students must complete the LBCC admissions application the first term in which they apply to the College and the dual enrollment form for each term in which they request to enroll in college courses. If the LBCC grade point average falls below 2.0, the concurrent student application will not be approved unless an exception is granted by the Enrollment Services office.
- B. Upon graduation from high school, if the student enrolls at LBCC, the student status will be changed to that of a new student for reporting purposes.

5001.7      Credit

College credit will be awarded for any coursework at LBCC. Individuals home schools or districts may also award credit if they so wish and in accordance with their own individual policies. It is the responsibility of the high school to determine whether or not such credit shall be in addition to that awarded by the college.

5001.8      College Advisory

Notwithstanding any sections of these regulations, the college is under no legal obligation to admit dual enrollment students and may deny such admission at any time that it is determined by the appropriate college officials to be in the best interest of the College.

5001.9      Enrollment Apportionment Claim Exceptions

Dual enrollment will be limited to 10% for part-time or full-time special admit K-12 students for each physical education class or course unless apportionment will not be claimed for the K-12 students in excess of the

10%. Such waiver of apportionment claim on the 10% excess to be approved in advance by the Vice President of Academic Affairs on an annual basis. (March 11, 2016 CCCCCO Legal Opinion Section (page 25).

A nonresident fee exemption will be applied to (1) nonresident special part-time K-12 dual enrollment students who are actively participating in an early college pathways partnership (ECPP) program as established through a memorandum of understanding between LBCC and a K-12/secondary school district and (2) Nonresident minor students taking a class for high school credit only. Apportionment claim for nonresident fee exempted students will be done in accordance with current education code.