



## Additional Special Student Admittance Information

Title 5 of the state Educational Code (48800.5) and 76001 (a), (b) and (h) indicates that minor students may take college classes that are for **“advanced scholastic or vocational education and for which they have demonstrated adequate preparation in the discipline to be studied and have availed themselves of all opportunities to enroll in an equivalent course at their school of attendance.”** The intent is to provide educational enrichment opportunities for eligible minor students. Students who enroll in college level classes will find them challenging; therefore, the student will need to demonstrate that they can meet the academic requirements to enroll in the class.

### Admissions Requirements:

- Apply for admission online at [www.avc.edu](http://www.avc.edu). Click "Apply Online" link, scroll to the bottom of page and click on "Begin Application for Antelope Valley College".
- Bring unofficial transcripts and completed Special Student Admittance form to the Admissions and Records office. **Transcripts and Special Student Admittance Form are required each semester.**
- Permission from AVC, a 2.5 cumulative GPA for academic courses and a 2.0 cumulative GPA for vocational courses is required of all students.

### Course Requirements may include:

- Some performance classes have an audition requirement prior to enrollment.
- For some classes there is an age limit, which is based on a state regulatory body.
- **Physical Education Classes:** Minor students must have completed the 8th grade to enroll in a physical education (PE) class. Only 10% of enrolled students in any section of a PE course may be comprised of Special Admit students.

### Registration (With AVC Permission, limited online registration is available only during open registration):

- Special Admit students must register online during open registration.
- All prerequisites, co-requisites, and special requirements for a course must be met.
- All applicable enrollment and material fees must be paid by published deadlines.
- Special Admit students are not permitted to audit courses.
- Special Admit students are not permitted to take Basic Skills Courses.
- All students enrolled in middle and lower schools must meet with the Dean of Counseling before enrolling at AVC.

**Transcripts:** All classes taken at AVC will appear on a student's AVC transcript. If a student would like his/her school to receive a copy of his/her transcript, it is the student's responsibility to request an official transcript by completing a Transcript Request Form at the Transcript Office.

**Student Records / Privacy:** California Education Code 49061 states that parents of community college students do not have a right of access to their children's student records, regardless of whether the student is under the age of 18. In addition, Section 1232g of Title 20 of United States code states there is a general right of parental access to student records, but not for college students, regardless of age. Therefore, Antelope Valley College cannot permit parent(s) to request or obtain their child's student records.

**Denial:** California Education Code 48800 (b): If the governing board denies a request for a special admit student, who is identified as highly gifted, the board shall issue its written recommendation and the reasons for the denial within 60 days. The written recommendation and denial shall be issued at the next regularly scheduled board meeting that falls at least 30 days after the request has been submitted.



# Special Student Admittance Form

A new application and form are required for each semester.

- STEP 1: Complete the online AVC Admission application ([www.avc.edu](http://www.avc.edu)).
- STEP 2: Complete the AVC Special Admittance form (download and print from [www.avc.edu](http://www.avc.edu))
- STEP 3: Get a current unofficial copy of your middle/high school transcripts. (Must include GPA) \*\*  
\*\*Homeschooled students must also bring a valid, current Homeschool affidavit
- STEP 4: Email completed forms to the AVC Admissions and Records Office to ([registration@avc.edu](mailto:registration@avc.edu))
- STEP 5: Complete the Online Orientation for new students through your myAVC dashboard.
- STEP 6: Apply for California College Promise Grant (CCPG) (<http://www.avc.edu/student-services/financial-aid/bogw>)
- STEP 7: Register for courses during Open Registration online.

**NOTE:** STUDENT MUST BRING PHOTO I.D. with all documents when submitting to Admissions & Records in person. Parents turning in a form will need a copy of photo ID of Student and signed letter of authorization to turn in paperwork.

### Part I: Student Information

Select **ONE** year and term you are applying for: 20\_\_\_\_\_  Summer  Fall  Spring  Intersession

Name: \_\_\_\_\_ AVC SID: 900-\_\_\_\_\_ DOB: \_\_\_\_\_  
*Last First M.I.*

Phone #: (\_\_\_\_) \_\_\_\_\_

Name of Local School: \_\_\_\_\_ Grade level: \_\_\_\_\_ Graduation date: \_\_\_\_\_

### Parental Consent:

**By signing below, I understand that AVC is an open, unsupervised, and adult-oriented learning environment. I also understand that instructional materials in some courses may be unsuitable for children.**

Students Signature \_\_\_\_\_ Parental Approval \_\_\_\_\_ Date \_\_\_\_\_

### Part II: Principal Certification

After careful review, I certify that this student has demonstrated adequate preparation in the discipline to be studied and can benefit from advanced scholastic and vocational education. For the summer semester, I also certify that this student does not exceed the 5% statutory grade level limit of students recommended to attend AVC {Ed. Cd. 76001(i)}.

**(Policy requires a 2.5 cumulative GPA for academic courses and a 2.0 cumulative GPA for vocational courses.)**

\_\_\_\_\_  
*Principal / Designee Signature*

\_\_\_\_\_  
*Date*

\_\_\_\_\_  
*Name of School*

\_\_\_\_\_  
*Student G.P.A*

### Part III:

#### Course Selection

CRN # <i>Example: 50404</i>	COURSE NAME <i>Example: ENGL 101</i>	UNITS <i>Example: 3</i>

**\*NOTE\*** High School Special Admit students may only enroll in the course(s) listed on this form and approved by the Admissions & Records Office. Any enrollments outside the approved course(s) may be subject to dis-enrollment.

**Approval for above course(s) does not guarantee course will be open at time of registration at AVC.**

**All courses taken at AVC must be college level and are for college credit.**

For Office Use Only: \_\_\_\_\_ AVC Admissions & Records Signature \_\_\_\_\_ Date \_\_\_\_\_

CCPG Handout



### **Credit Courses Not Applicable to the Associate Degree and Certificate Programs**

Special admittance minor students **cannot** take credit courses that are not applicable to the Associate degree and/or certificate program, or courses that have enrollment limitations or restrictions. Many of the classes are listed below:

ESL 018	ESL Reading & Writing 1
ESL 019	ESL Skills Building 1
ESL 020	ESL Vocabulary & Pronunciation 2
ESL 023	ESL Grammar 2
ESL 028	ESL Reading & Writing 2
ESL 030	ESL Vocabulary & Pronunciation 3
ESL 033	ESL Grammar 3
ESL 038	ESL Reading & Writing 3
ESL 040	ESL Vocabulary & Pronunciation 4
ESL 043	ESL Grammar 4
ESL 048	ESL Reading & Writing 4
ESL 050P	ESL Vocabulary & Pronunciation 5
ESL 053	ESL Grammar 5
ESL 058	ESL Reading & Writing 5
ESL 099	Advanced Composition Managing
LAC 020	Writing Anxiety
LAC 098	Math for Nursing
LAC 099	Dosage Calculation
MATH 020	Managing Math Anxiety
MATH 021	Math Study Strategies

**Above list is not exhaustive and is subject to change.**