

STUDENT SERVICES

AP 5010 ADMISSIONS AND CONCURRENT ENROLLMENT

References:

Education Code Section 76000;

U.S. Department of Education regulations on the Integrity of Federal Student Financial Aid Programs under Title IV of the Higher Education Act of 1965, as amended;

34 Code of Federal Regulations Part 668.16(p)

Admission

The District will designate:

- Authority and responsibility for the admissions process
- Admission procedures for students over 18 with a high school diploma
- Admission criteria and procedures for students over 18 without a high school diploma
- Admission procedures for non-resident students that include a determination of residency status (AP 5015 titled Residence Determination)
- Publication of admissions policies and procedures

Admission to Palomar College shall conform to existing Education Code and Administrative Code regulations and requirements. Unless exempted by Statute, every course, course section, or class, the FTE of which is to be reported for state aid, wherever offered and maintained by the District, shall be fully open to enrollment and participation by any person who has been admitted to the college and who meets such prerequisites as may be established pursuant to Chapter II, Division 2, Part VI, Title 5 of the California Administrative Code, commencing with Section 51820.

Palomar College admits any person who is 18 years of age or older, who holds a high school diploma or equivalent, or minors who may benefit from instruction. To be considered for admission, minors must have completed the eighth grade or reached the age of 15 and have permission of the local accredited school district. Home-schooled minors may enroll with permission of the local accredited school district or provide the Private School Affidavit from the County Office of Education. Minors under 15 years of age, with permission from an accredited public or private school and the Palomar faculty member(s), may enroll only in courses specified by the local school district or private school. Otherwise, minors under 15 years of age are limited to enrolling in special classes devoted to children, such as child development lab classes or youth orchestra. Admission to the College does not guarantee enrollment in a class. The final decision as to whether a minor under the age of fifteen (15) may be enrolled in a class rests with the instructor. (California Education Code, Sections 76000-76002).

39 **Classroom Participation**

40 Only enrolled students are allowed into classes. Others are considered visitors and
41 may attend a class session only with permission of the instructor. District employees
42 may attend classes as necessary to perform assigned duties.

43 **Denial of Admission**

44 If the Governing Board denies a request for special fulltime or part-time enrollment by a
45 pupil who is identified as highly gifted, the Board will record its findings and the reason
46 for denying the request in writing within 60 days.

47 The written recommendation and denial shall be issued at the next regularly scheduled
48 Governing Board meeting that occurs at least 30 days after the pupil submits the
49 request to the District.

50 The Chief Student Services Officer shall establish procedures for evaluating the validity
51 of a student's high school completion if the District or the United States Department of
52 Education has reason to believe that the high school diploma is not valid or was not
53 obtained from an entity that provides secondary school education.

54 Office of Primary Responsibility: Enrollment Services