

**DIABLO VALLEY COLLEGE
SPECIAL ADMISSION RECOMMENDATION FORM**

TERM: Fall Spring Summer Year: 2019

PLEASE PRINT:

Last Name First Name Initial DVC Student ID #
Grade Level*: 12 Anticipated High School Graduation Date: _____
*Level during the term of attendance

Current High School Name: CLAYTON VALLEY CHARTER HIGH SCHOOL

I am pleased to recommend the above-named student for enrollment in DVC college courses. I believe this student is academically prepared for the **scholastically advanced course(s)** listed below, and completion of the course(s) would enhance her/his ability to compete effectively in her/his future education. **This student has availed her/himself of all opportunities to enroll in an equivalent course at their district of attendance, per the Education Code, Sections 48800, 48800.5 and 76001(a), (b). For Summer Session Only: This recommendation does not exceed 5% of students at the same grade level, per the Education Code, Sections 76000 and 76001.**

C. Edwards 682-7474 2/12/19
K-12 PRINCIPAL SIGNATURE TELEPHONE DATE

- Students in the 11th or 12th grade must register in person beginning on the first day of special admit/concurrent registration.
- Students below the 11th grade must indicate a course section number and obtain the instructor's signature or late add code and register the first day of class.
- All students enrolling in a P.E. class must indicate a course section number and obtain the instructor's signature.
- The principal or designee must write in the box below the approved courses. Form must be completed with courses identified prior to submission. Incomplete forms will be confiscated.
- Home schooled students must attach a copy of their Dept. of Education Private School Affidavit.
- The original form must be returned to Admissions and Records at the time of registration.
- Courses with a prerequisite must be cleared prior to enrollment. The Prerequisite Equivalency Form and transcript (official or unofficial) are to be submitted to the Admissions Office. Students are notified by email in 2-3 business days if the prerequisite has been approved or denied. Assessment test and ISSA results may also clear some prerequisites. Students receiving permission to register for waitlisted courses are required to return to Admissions to register in person.

List Approved Courses for Enrollment (required):

Section	Course Title & Number <small>This area must be completed by principal or designee. Incomplete forms will be withheld by A&R and a new form provided.</small>	Units	DVC Instructor Signature	Late Add Code
	<u>COUNS 095</u>	<u>3</u>		

I approve of my son/daughter taking the above listed course(s) on the Diablo Valley College Campus or San Ramon Valley Campus. I understand that there are privacy restrictions on my child's records and I will be unable to obtain information or transcripts without their written consent. I understand that my child is required to adhere to the academic standards, rules, and regulations of the College. I understand that no extra supervision is provided for minors before, during or after class. I understand that my child may be required to participate on field trips as part of the requirements of the course.

PARENT/GUARDIAN SIGNATURE TELEPHONE DATE

I declare under penalty of perjury that the statements submitted by me in connection with this recommendation form are true and correct. All materials submitted by me for purposes of admission become the property of Diablo Valley College. I understand that falsification, withholding pertinent data, or failure to report data changes may result in my dismissal.

STUDENT SIGNATURE DATE

Processed by: _____