

CONCURRENT ENROLLMENT POLICY

STUDENT AND INSTRUCTIONAL POLICY #3.19

ADOPTED: 08/08/2016

AMENDED: 09/30/2019

Vista Oaks supports students who are ready for the additional academic challenges and rigor. In addition to meeting the expectations of the community college, students who wish to enroll in college level courses must meet the following minimum requirements:

- Completed the placement test at the community college and be eligible for college level courses (not remediation courses), if applicable.
- Demonstrated the ability to succeed in onsite and/or online courses with a final grade of 3.0 or higher.
- A recommendation from his/her credentialed advisor using the Concurrent Enrollment Form and approved by the High School Academic Counselor.
- At least 4 courses (20 credits) listed on the Master Agreement.

Students are allowed:

- No more than one community college course the first semester.
- No more than two community college courses during subsequent semesters.
- No more than 7 units at the community college, unless special permission is obtained from the Executive Director.

Additional Information:

- **Students must maintain a 2.0 GPA or higher in all attempted community college courses, as well as a 3.0 GPA or higher in courses listed on the Master Agreement.**
- **To verify the community college GPA, Vista Oaks must receive official transcripts from the college within three months of the end of the semester. Without the official transcripts, the school will not approve future courses.**
- It is the parent's responsibility to provide Vista Oaks with the student's official transcript.
- Provide your child's teacher and the Academic Counselor with an update on any course for which your child was accepted.
- Concurrent enrollment forms are valid for only one term. The process must be repeated each semester.
- All community college courses submitted to VOCS for high school credit will be added to the transcript. It is not the privilege of the parent or student to select which courses will be added to the transcript.
- **Allow at least one week for submission, review and completion of approved forms.**



VISTA OAKS
CHARTER SCHOOL

Concurrent Enrollment Form for Grades 10-12

Student's Name _____ Grade _____

Advisor's Name _____ Semester _____

Community College _____

Current GPA from courses on Master Agreement (3.0 or higher) _____

Has the student attended community college previously?

yes---Student's GPA at the community college

yes---School has received an official transcript for courses completed.

no---Results from placement test at community college _____

The signatures below verify that the student has met the requirements for Early Concurrent Enrollment. The student and parent understand the Weighted GPA Policy (classes which are transferable to a UC or a CSU can receive a weighted grade, excluding athletics, work experience and leadership courses). The student and parent understand all community college courses will be listed on the transcript, regardless of the grade earned.

Student Signature _____ Date _____

Parent Signature _____ Date _____

Advisor Signature _____ Date _____

Advisors, this form should be turned in at the same time as the community college's Concurrent Enrollment Form (sometimes called a Special Admit Enrollment Form) and an Age Waiver Form, if applicable.