



CUESTA COLLEGE
 Registration Services
 (805) 591-6225 phone
 (805) 591-6370 fax
ncchelp@cuesta.edu

**SPECIAL PART-TIME ENRICHMENT
 GRADES 9-12
 PERMIT TO ENROLL**

This Permit to Enroll is to be completed by the student and authorized by their principal and parent/guardian to concurrently enroll at Cuesta College. Please refer to the back side for Special Part-time Enrichment policy and registration directions. Allow two (2) days processing for data entry of approved courses from Permit to Enroll, which can be confirmed in *myCuesta* under "Registration Status." Before submitting this form, the student must:

- **Apply online at www.cuesta.edu/apply/** (Required *every* term Enrichment student plans to attend.)
- **Confirm age limit prerequisite has been met for course(s) as of the start of term.**
 - Attach Petition for Enrollment in Age-Restricted Courses if approved.
 (It is the student's responsibility to obtain instructor approval on age-restricted course petition.)
- **Home schooled students must attach a copy of a current Private School Affidavit.**
- **Complete prerequisite requirements and request prerequisite clearance.**

This permit does not register a student nor guarantees a seat will be available in courses requested at the time of registration.

_____ 9 _____
 Last Name First Name M.I. Cuesta Student ID Number

Circle Grade Level: 9th 10th 11th 12th _____ / _____ / _____ (_____) _____
 Birthdate Student Contact Phone Number

High School Counselor Name: _____

_____ (_____) _____
 School Name (Please list city/state if outside San Luis Obispo County) School Phone Number

Type of School: Public High School Private School Home School (Please attach affidavit)
 Private Tutor (Please attach teaching credential) Other: _____

Select Term: Fall Spring Summer **Select Year:** 20 _____

List both desired and alternate courses in case a class is closed, cancelled, or a prerequisite is not met. Specify subject and course number. Kinesiology (Physical Education) activity courses are not allowed.

Subject Number	Course Title	Credits	Check Age Prerequisite
Example: HIST 207A	History of the United States	3.0	Age minimum: _____ Will be age as of start of term? <input type="checkbox"/> Yes
			Age minimum: _____ Will be age as of start of term? <input type="checkbox"/> Yes
			Age minimum: _____ Will be age as of start of term? <input type="checkbox"/> Yes
			Age minimum: _____ Will be age as of start of term? <input type="checkbox"/> Yes
			Age minimum: _____ Will be age as of start of term? <input type="checkbox"/> Yes
			Age minimum: _____ Will be age as of start of term? <input type="checkbox"/> Yes
Maximum of 11.999 credits per semester and maximum 9.0 credits for summer session.			* http://www.cuesta.edu/student/documents/admissions_records/agelimit.pdf

Parent, Student, Principal – please read the following information carefully and approve below:

By entering a college environment, students who are minors will be exposed to a diverse population in educational programs designed for the adult learner that may involve sensitive topics that might be considered controversial or offensive in the secondary school setting. Students also have open access to the Internet on campus computers and access to family planning (pregnancy testing, HIV testing, condoms) in the Health Center.

All college coursework is governed by the Family Education Rights and Privacy Act which allows release of academic information, including grades, to the student only – regardless of age. Academic information is not released to parents or third parties, in-person or by phone, unless consent is authorized by the student via FERPA Release Form available in *myCuesta* Student Quick Links under Forms.

If a class does not meet at its scheduled time (i.e. cancelled class or ends early), Cuesta College does not inform parents or guardians nor will staff or the instructor assume responsibility for students once a class is released.

I have read the above and authorize part-time enrollment at Cuesta College:

X _____
 Student's Signature Date

X _____
 *Authorized Designee or Principal's Signature Date

X _____
 Parent or Legal Guardian's Signature Date

OFFICE USE ONLY Date received: _____

Check the following:

_____ Applied (SAAADMS) _____ No KINA Classes

_____ Check Term _____ Approval Signatures

_____ SOAHSCH update High School

Registration Aide Initials: _____

Date entered (SFASRPO): _____

*Authorized signatory designees have been submitted by school's Principal to Cuesta College.

EDUCATIONAL ENRICHMENT OPPORTUNITIES* FOR STUDENTS IN HIGH SCHOOL

The following guidelines for Special Part-time Enrichment Students have been established for students enrolled in Grades 9-12 that wish to concurrently attend Cuesta College.

REQUIREMENTS	Students Enrolled in Grades 9-12
Admission Application	Required every term. Apply online at www.cuesta.edu/apply .
Approved Permit to Enroll	Required every term.
Parental/Guardian Consent	Required.
Principal's Consent	Required. Principal may authorize a designee to sign on their behalf – contact register@cuesta.edu for authorization form.
Additional Requirements	<ul style="list-style-type: none"> ▪ Affidavit if home schooled OR ▪ Copy of tutor's teaching credential if privately tutored
Maximum Credits Allowed	<ul style="list-style-type: none"> ▪ Fall/Spring semester: 11.999 credits maximum allowed. ▪ Summer Session: 9.0 credits maximum allowed.
Full-Time Enrollment	Not allowed.
Kinesiology Classes Allowed?	No, Kinesiology (Physical Education) activity courses are not considered "advanced scholastic" study.
Prerequisites must be completed prior to registering.	<ul style="list-style-type: none"> • Course prerequisite requirements must be met for specified math, English, and science courses or the student will be blocked from registering. View prerequisite information at: http://www.cuesta.edu/student/getstarted/prerequisites/prerequisite_clearance_forms.html • Age restrictions have been imposed on specified courses. Student must be of required age prior to the start of the term or will not be allowed to register. View Age-restricted courses at: http://www.cuesta.edu/student/documents/admissions_records/agelimit.pdf A "Petition for Enrollment in Age-Restricted Courses" must be approved and submitted.
Auditing Courses	No. Enrichment students may not audit courses and may not appeal to audit.
All Fees Waived?	No. Only the enrollment fee and Student Representation fee are waived. Students pay other registration fees, which include course **non-resident tuition, material fees, health fees, student center fees, parking permit, and ASCC Student ID Card fees, if applicable. Fees are posted online at: http://www.cuesta.edu/student/aboutmoney/cashier/fees.html
Priority to Register?	No. Enrichment students are considered specially-admitted students and require an application and Permit to Enroll every term they wish to attend. Enrichment students do not qualify for priority to register as a new or continuing college student.

- ◆ Students may apply and submit their Permit to Enroll beginning:
 - April 1 for the summer session.
 - November 1 for the fall term.
 - October 1 for the spring term.
- ◆ Students receive an email from the Admissions Office when their application is received. The email provides the student's *myCuesta* login and Cuesta Student ID number. Students register on-line in [myCuesta](http://my.cuesta.edu) (my.cuesta.edu) or may attend walk-in registration (photo ID required). Refer to the online class schedule (PDF) for walk-in registration dates and times scheduled the week prior to the start of the term.
- ◆ Enrichment students may confirm their date/time to register and Permit to Enroll approved courses in [myCuesta](http://my.cuesta.edu) under "**Registration Status.**" Allow two (2) days for input of Permit to Enroll approved courses.
- ◆ Once the student passes the California State Proficiency Exam or equivalent, receives a high school diploma, passes the G.E.D., or reaches the age of 18, the student must submit an application for the following term indicating his/her new educational status to be classified as an incoming first-time college student.

* EDUCATIONAL ENRICHMENT OPPORTUNITIES:

Cuesta College interprets "advanced scholastic", or enrichment, coursework as:

- ◆ meeting Cuesta College associate degree requirements, excluding preparatory English and math; or
- ◆ higher levels of math, language, or science that are not offered within the student's school; or
- ◆ transferable to a four-year institution; or
- ◆ not available to the student from a school within their district.

Non-transferable and kinesiology (physical education) activity courses are the types of courses that would *not* be considered "advanced scholastic" in nature. Vocational courses are those that teach and develop specific skills and most often relate to job preparation. These courses would also be interpreted as enrichment if not available to the student within the student's school or from a school within their district.

**Non-resident students, currently attending a California high school, may apply for an exemption available at: http://www.cuesta.edu/student/documents/admissions_records/dualenroll_nonres_exemption.pdf