



California College & Career Access Pathways (CCAP) Dual Enrollment Form

The student named below is recommended as a special part-time CCAP community college student to undertake courses of instruction offered at the community college level.

The following conditions are associated with admission as a CCAP Dual Enrollment student:

- The course content is not altered and is intended for adults.
- The student is treated as an adult and is expected to act in a mature manner in the classroom.
- Grades earned are entered onto the student's permanent college transcript.
- Parents must communicate with their son/daughter regarding academic progress and not with the instructor or other college personnel.
- Students can enroll up to a maximum of 15 units of CCAP program courses per semester (no more than 4 courses)/ and 8 units for summer session.
- One CCAP Dual Enrollment Form is required for the duration of their attendance at MiraCosta College.

Student Information

Print Full Name: _____ Surf ID: _____

Date of Birth: _____ Phone: _____

Email: _____ Current Grade in High School: _____

Signature: _____ Date: _____

Parent/Guardian Authorization

As the parent/guardian of the above-named student, I authorize enrollment into the CCAP Dual Enrollment Program and understand that in accordance with FERPA regulations, information may NOT be released to me without written permission from the student. I acknowledge that my child will be creating a permanent college academic record at MiraCosta College. I give my permission for emergency first aid and treatment for my minor child/legal ward. I also give permission for them to be treated by a nurse, physician, and/or mental health counselor in the Student Health Center at MiraCosta College.

Print Name: _____

Signature: _____ Date: _____

High School Principal or Designee Authorization

The above-named student meets all the following criteria as defined by Education Code 48800-48802 and 76000-76002:

- Is able to benefit from the advanced coursework

For Summer Session Only

- Demonstrates adequate preparation in the discipline to be studied.
- Has exhausted all opportunities to enroll in an equivalent course, if any, at his or her school of attendance.
- This recommendation does not exceed 5% of the students at the same grade level. I may exceed the 5% rule if the student is taking classes in one of the following areas: courses that apply toward the IGETC or CSU GE breadth requirements or are part of a career-technical occupational sequence.

Name of High School: _____

Principal or Designee (print name): _____

Principal or Designee Signature: _____ Date: _____

Staff Use Only

Residency:	Student Group:	Processed by:
------------	----------------	---------------

CCAP enrollment is subject to the following requirements. By signing the CCAP Dual Enrollment Form, the student, parent or guardian, High School principal or designee, and College designee are certifying they're in compliance with the following requirements, including but not limited to:

The governing board had adopted all the legal requirements of Education Code Section 76004 in order to participate in the College and Career Access Pathways (CCAP) partnership with the governing board of a school district for the purpose of offering or expanding dual enrollment opportunities for students who may not already be college bound or who are underrepresented in higher education, with the goal of developing seamless pathways from high school ,including continuation high school, to community college for career technical education or preparation for transfer, improving high school graduation rates, or helping high school students achieve college and career readiness.

A community college district participating in a CCAP partnership shall not provide physical education course opportunities to high school students or any other course opportunities that do not assist in the attainment of at least one of the following goals:

- developing seamless pathways from high school to community college for career technical education or preparation for transfer;
- improving high school graduation rates; or
- helping high school students achieve college and career readiness.

The district may limit enrollment in a community college course solely to eligible high school students if the course is offered at a high school campus, either in person or using an online platform, during the regular school day and the community college course is offered pursuant to a CCAP partnership agreement.

The district may allow a special part-time student participating in a CCAP partnership agreement established pursuant to this article to enroll in up to a maximum of 15 units of CCAP program courses per semester or 9 units during a summer session if all of the following circumstances are satisfied:

- The units constitute no more than four community college courses per term;
- The units are part of an academic program that is part of a CCAP partnership agreement established pursuant to this article; and
- The units are part of an academic program that is designed to award students both a high school diploma and an associate degree or a certificate or credential.

The governing board of the district exempts special part-time students from the following fee requirements:

- Student representation fee (Education Code Section 76060.5)
- Nonresident tuition fee and corresponding permissible capital outlay fee and/or processing fee (Education Code Section 76140)
- Transcript fees (Education Code Section 76223)
- Course enrollment fees (Education Code Section 76300)
- Apprenticeship course fees (Education Code Section 76350)
- Child development center fees (Education Code Section 79121)

Registration Priority

The district may assign priority for registration to a student seeking to enroll in a community college course that is required for the student's CCAP partnership program that is equivalent to the priority assigned to a student attending a middle college high school as described in Education Code Section 11300 and consistent with middle college high school provisions in Education Code Section 76001. Units completed by a student pursuant to a CCAP agreement may count towards determining a student's priority for registration at a community college.

Student Responsibility

- Student must complete an online Application for Admission (application not required if student is continuing from previous semester, however if a student stops attending for two consecutive Fall/Spring semesters they will need a new application).
- All sections of the CCAP Dual Enrollment Form must be completed; One CCAP Dual Enrollment Form is required for the duration of their attendance at MiraCosta College.
- A minor student under the age of 18 must obtain signatures of both a parent or guardian and the high school principal. A student age 18 or older must obtain the signature of the high school principal.
- Students registered in MiraCosta College courses are expected to adhere to MiraCosta College policies on student responsibilities, standards, and conduct at all times. Student rights and responsibilities are outlined in the MiraCosta College catalog. The catalog is available online through the college website www.miracosta.edu/catalog and includes course information and college policies such as grading, course repetition, registration procedures and course transfer. All students are directed to read the sections on Academic Standards and Policies, Student Support Programs and Services, Student Rights and Responsibilities and Standards of Conduct.

For more information, contact the Admissions and Records Office:

MiraCosta College 1 Barnard Drive Oceanside, CA 92056 Phone: 760.795.6620 Fax 760.795.6626
MiraCosta College 3333 Manchester Ave Cardiff, CA 92007 Phone: 760.634.7870 Fax 760.634.7875