

2008 ADVANCED EDUCATION PACKET

10 College Parkway, Folsom, CA 95630 • (916) 608-6500
6699 Campus Drive, Placerville, CA 95667 • (530) 642-5645
10378 Rockingham Drive, Rancho Cordova, CA 95827 • (916) 255-0717

Information Checklist

- **Step I – Los Rios Community College District Application:**
Logon to www.losrios.edu and complete the online Los Rios application. Make sure to mark on Question #14-Student Enrollment Status that you are **Advanced Education (#1)**.
(If you are a Continuing high school student, complete Supplemental Enrollment form only.)
- **Step II – Advanced Education Application:**
A NEW advanced education application must be completed EVERY semester.
Student: Complete Section I and the Personal Statement, and sign the back of the application after reviewing the advanced education policy & guidelines.
Parent/Guardian: Sign Section III and back of the application after reviewing the policy.
- **Step III – High School Counselor:**
Meet with your school counselor to determine what class(es) would be appropriate for you.
(**Note:** Please see back of application for courses excluded from Advanced Education.)
Complete Section II with counselor and have counselor sign Section III. Attach a copy of your high school transcript.
- **Step IV – Assessment Exam:**
If a class you wish to take has a prerequisite requirement of English or Math, take the FLC assessment exam. Check online or call (916) 608-6573 for testing times.
- **Step V – College Counseling Session:**
Make an appointment with a college counselor and bring the following materials:
 1. Completed Advanced Education form – with all appropriate signatures.
 2. High school transcript OR official record of completed coursework and achievement levels.
 3. Appropriate Los Rios assessment results.
 4. Statement as to why you wish to participate in the Advanced Education program.
 5. Completed and signed Agreement to Participate and Waiver/Assumption of Risk form.
- **Step VI – Registration:**
In person only, submit completed Advanced Education form along with all other corresponding documents to the Admissions & Records office during priority 2 registration (check eServices to find your day to enroll in person only) or open registration periods.
Students are responsible for being aware of and adhering to all policies, procedures, and deadlines (including Add and Drop deadlines) as they pertain to all FLC students.
- **Step VII – Fee Payment:**
Pay UTP fee for Access Card. High school students are only exempt from the regular enrollment fee, not from the UTP fee or fees associated with being a California Non-Resident or an International Student.

IMPORTANT: If the Advanced Education application is denied or referred to the Dean of Student Development and Enrollment Management, then the student must complete an Advanced Education Petition and provide additional documentation to support the petition. ***All students applying to take ANY Chemistry class at FLC will be routed through the Dean for special approval via the petition process (petitions will not be approved for any student who has not completed 10th grade or is not 16 years of age).***

LOS RIOS COMMUNITY COLLEGE DISTRICT
ADVANCED EDUCATION APPLICATION

Fall 20____
 Spr. 20____
 Sum.20____

*This application must be completed each semester **prior to the start of the semester.***

I. APPLICANT (Completed by applicant)

Name _____ Date of Birth ____/____/____
Last First M.I.

Los Rios ID # (if known) _____ Age _____ Grade Level _____

Current School Attending _____

Have you previously taken classes as an advanced education student? No ____ Yes ____ Where? _____

II. COURSE REQUEST (Completed by applicant with assistance of high school counselor/administrator)

ARC CRC EDC FLC SCC Semester and Year: Fall____ Spring____ Summer____

Please use the course number(s) and title(s) from the Schedule of Classes. (*Maximum two classes*)

1. _____ 2. _____
Course Number and Course Title Course Number and Course Title

III. CONFIRMATION (school authorities and parents have evaluated the requirements and support the student's request)

A. School Counselor/Administrator (Completed by principal or designated counselor/administrator) Date _____

*This applicant has demonstrated exemplary academic achievement as evidenced by multiple measures including, but not limited to, grades in similar courses, GPA of 2.7 or above, analysis of transcripts, assessment results, or other student achievements. **The recommended classes are not offered at the applicant's school during this term or the applicant is taking the maximum number of units and cannot fit these classes in his/her schedule.***

_____ Phone () _____
Print Name Signature

B. Parent/Guardian (Completed by parent/guardian) Date _____

*This applicant has my permission to enroll in the college course(s). **I have read and understand the information attached to this form. I also understand that college courses may include adult/mature subject matter.***

_____ Phone () _____
Print Name Signature

IV. PERMISSION (Advanced Education enrollment may be permitted when established criteria are met to the college's satisfaction)

A. College Counselor Date _____

*This applicant has provided all the required documentation and has demonstrated extraordinary academic preparation for college level instruction based on a record of completed work, auditions/portfolios, the assessment process where appropriate, and **a written statement about why he/she wants to participate in advanced education.***

Approve Deny Refer to Administration for appeal Rationale: _____

_____ Phone () _____
Print Name Signature

B. Folsom Lake College Administration (for appeal purposes only)

Approve Deny Rationale: _____

_____ Phone () _____
Print Name Signature Date: _____

ADVANCED EDUCATION POLICIES AND GUIDELINES

Advanced education is intended to provide you with educational enrichment opportunities at the community college. College classes often include adult/mature subject matter. To ensure your success as an advanced education student, the following questions and answers related to Advanced Education have been developed to guide your enrollment.

Who can enroll in advanced education classes?

- You must demonstrate exemplary academic achievement, as demonstrated by multiple measures including, but not limited to grades in similar courses, GPA of 2.7 or above, analysis of transcripts, assessment results, other student achievements, and/or letters of support from high school counselors and teachers, *except* when enrolling in the following courses or programs: Academies (e.g., electronics or health); Special college-based programs targeted for at-risk students, such as AVID, PACE and the Early Start Program
- You must have completed the tenth grade or be 16 years of age by the first day of instruction.
- You must be mature enough to understand the course material and to benefit from the presentation style.
- You must be mature enough to avoid jeopardizing your safety or the safety of others.

What courses are excluded from the Advanced Education?

- Basic skills courses (courses with numbers 1-99).
- Courses that require repetition due to an unsatisfactory grade received at your school.
- Courses offered at your school during the same semester you wish to enroll in at the college. *However*, if you are enrolled in the maximum units your high school permits, you may enroll in a college course, even if it is offered at your high school during the same semester. *Also*, if you have satisfactorily completed a high school course and wish to enroll in a more rigorous college course in the same discipline, you may do so.
- If you are receiving your education in a non-traditional setting, general education courses should be taken in that setting.
- Courses where your safety or the safety of others would be jeopardized.
- Courses where the ability of others to benefit from instruction may be compromised due to your ability to relate to the mature nature of the subject matter or teaching methods.

What do I need to provide to the college counselor to apply for Advanced Education?

- You must have completed an online Los Rios application or Supplemental Student Data Sheet (continuing Advanced Education students only).
- Make an appointment with the college counselor and bring the following documents *with all required signatures*:
 - ✓ a completed Advanced Education Application, including a typed statement about why you want to participate in the Advanced Education program
 - ✓ the appropriate assessment exam results (if you are enrolling in math or English, or a course with a math or English prerequisite)
 - ✓ your high school transcript. If you are enrolled in a school where transcripts are not available, a record of completed course work, achievement level, grade level, and a copy of your current high school class schedule
 - ✓ a copy of your Private School Affidavit when appropriate
 - ✓ documentation of age (if home schooled or not reflected on high school transcript)

Each semester, you must resubmit all of the above forms.

How do I register for classes?

- You are required to register in person (not by phone or online) during "PRIORITY TWO" registration period or during "OPEN" registration period.
- Bring your Advanced Education Application, signed by the college counselor/administrator, to admissions & records.
- If you enroll in a class held at the high school during the school day, you may be assisted with your enrollment at the time the class meets.

What else do I need to know about Advanced Education?

- The course credit and grades you receive will become a part of your *permanent college record*.
- You are strongly urged to complete the assessment process in reading, writing, and math (check course prerequisites).
- You must meet all course prerequisites to enroll in a course.
- Students are expected to assume a greater responsibility for learning when enrolled in classes at the college level.
- You can enroll in a maximum of 6 units or 2 courses (which may exceed 6 units) each semester or summer session.
- You will not be charged enrollment fees unless you are a non-resident or international student, but you will have to pay other fees, such as the Universal Transit Pass fee.
- You *must* be present for the first class meeting to remain enrolled.
- If initially denied eligibility to enroll, a student may file a petition requesting further consideration.
- If you have already taken college courses, you must maintain at least a 2.0 GPA in those classes to be allowed to take additional classes as an advanced education student.

I have read and understand these guidelines for advanced education students.

Parent/Guardian Signature

Student Signature

Date

**LOS RIOS COMMUNITY COLLEGE DISTRICT
AGREEMENT TO PARTICIPATE AND WAIVER/ASSUMPTION OF RISK**

NAME: _____

CLASS: _____

This is a release of liability and assumption of risk agreement. Read it carefully and sign below. Completion of this form is necessary in order to participate in this class activity. I understand my decision to take this class or activity is optional and voluntary. This document cannot be altered or modified by any verbal or written statements.

I am aware that participating in this Los Rios Community College District (DISTRICT) class or activity can involve **MANY RISKS OR INJURY** including, but not limited to, property damage, bodily injury, personal injury and death.

In consideration of the DISTRICT permitting me to participating in the class/ activity, I hereby voluntarily assume all risks associated with my participation and release the DISTRICT, its employees and volunteers, its colleges, campuses and centers, its governing board and the individual members thereof, and all other DISTRICT officers, agents and employees from all liability for injuries (including death) and damages arising out of or in any way related to the activity and/or class.

I understand that if this is/ involves an excursion or field trip as defined by California Code of Regulations, Section 55450, that Section states in part:

“All persons making the field trip or excursion shall be deemed to have waived all claims against the District or the State of California for injury, accident, illness, or death occurring during or by reason of the field trip or excursion. All Adults taking out-of-state field trips or excursions and all parents or guardians of students taking out-of-state field trips or excursions shall sign a statement waiving such claims”.

By signing this Agreement, I hereby waive all such claims.

I understand and agree to accept all the rules and requirements of the activity and/or class, including safety rules and instructions given by the supervisory personnel. I understand, and agree, and grant to the DISTRICT the right to terminate my participation in the activity and/or class within the DISTRICT's or DISTRICT's employee's sole discretion. If applicable, I understand and agree that any costs associated with my return transportation shall be at my personal expense.

I consent to the DISTRICT providing emergency health assistance if it is determined necessary and further consent to the DISTRICT notifying the emergency contact (listed below) and agree that this liability and assumption of risk agreement applies to any of the DISTRICT's actions in this regard.

This agreement shall inure to the benefit of and be binding upon my heirs, decedents, executors, assignees, legal representatives, and all family members. The provisions of this agreement including, but not limited to, my waiver of liability and my assumption of risk shall survive this agreement.

The following person should be contacted in case of an emergency: (please print)

Name	Address	Telephone Number
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I/WE, THE UNDERSIGNED, HAVE READ THIS AGREEMENT AND UNDERSTAND THAT IT IS A RELEASE OF ALL CLAIMS AND THAT I/WE ARE VOLUNTARILY ASSUMING ALL RISKS AND WAIVING ANY AND ALL CLAIMS ARISING OUT OF OR IN ANY WAY RELATED TO THIS ACTIVITY AND/OR CLASS. I/WE AGREE THAT NO ORAL REPRESENTATIONS, PROMISES, OR INDUCEMENTS, NOT EXPRESSLY CONTAED HEREIN HAVE BEEN MADE AND THAT THIS DOCUMENT CONSTITUTES THE ENTIRE AGREEMENT PERTAINING TO THE SUBJECT MATTER CONTAINED HEREIN.

*If participant is under 18,
parent or guardian must sign.*

SIGNATURE

DATE

PARENT OR GUARDIAN

DATE