

**Ohlone College – SUMMER 2016**  
**ADMISSION INSTRUCTIONS FOR 10<sup>th</sup>-12<sup>th</sup> GRADE STUDENTS**  
**(Please complete all forms in black or blue ink)**  
**EXPLORER'S PROGRAM**



**Deadline for permission packets: Monday, June 6, 2016 (No Exceptions)**

**ENROLLMENT STEPS**

**STEP 1:** Submit these three forms together and in person at the Office of Admissions and Records:

**Application for Admission** The application form is attached to these instructions and copies are available in the lobby of Building 7, Second Floor, Fremont Campus at 43600 Mission Blvd., Fremont or Student Services Office at 39399 Cherry St., Room NC-1312, Newark Campus. Online applications are accepted from 10<sup>th</sup>-12<sup>th</sup> grade students. For faster processing, please log in to or create an OpenCCCApply account and complete an online application at <http://www.ohlone.edu/org/admissions/>. You will not be allowed to register without a current application on file.

**School Permission form for 10<sup>th</sup>-12<sup>th</sup> Grade Students** must include signatures of the student, parent, teacher, and principal. Any missing signature will delay registration.

**Parent/Guardian Health Center Authorization Form for Minors (Medical Waiver)**

**Immigration documents for non-United States citizens:** Please click the link and fill out the Immigration and Residency form if you are not a United States citizen <http://www.ohlone.edu/org/admissions/docs/immigrationandresidencyform.pdf>. You must provide a copy of your high school identification card and your permanent resident card or I-797. Missing documentation will delay registration.

**STEP 2: Register for Classes**

10<sup>th</sup>-12<sup>th</sup> grade students who have been admitted for Summer 2016 and given an Ohlone College Student ID number may register online via WebAdvisor at <https://webadvisor.ohlone.edu> beginning on Monday, May 30 after 9:00 a.m. If the class is full students may attend the first class meeting and obtain an Add Authorization Code from the instructor if there is room **before** registering via WebAdvisor. 10<sup>th</sup>-12<sup>th</sup> grade students must be approved for admission before attending the first class meeting.

**GENERAL INFORMATION FOR K-12<sup>th</sup> GRADE STUDENTS**

In accordance with Title 5 of the California Code of Regulations, K-12<sup>th</sup> grade students may enroll as special part-time students while they maintain their regular school attendance. Units earned may be used for high school credit and college credit. **There is a seven (7.00) units maximum for K-12<sup>th</sup> grade students during spring and fall semesters and five and a half (5.50) units for summer term.**

Enrolling in classes at Ohlone College is the first step in a college career. K-12<sup>th</sup> grade students are expected to participate at a college level. Class materials and content may include adult language and subject material. **Grades received at Ohlone College become part of a PERMANENT college record and transcript.** Students should make class selections very carefully with parent, school counselor, and principal guidance.

Multiple signatures are required for 10<sup>th</sup>-12<sup>th</sup> **School Permission form for 10<sup>th</sup>-12<sup>th</sup> Grade Students**. It is advisable to begin this process **at least four weeks** prior to the end of the student's current school term.

K-12<sup>th</sup> grade students are exempt from paying the California Community College Enrollment Fee (\$46 per unit), but are subject to a \$19 Health Services Fee (\$16 during Summer Term), a \$5 Online Registration Access Fee, and a \$5 (\$2.50 Summer) optional Student Activities Fee, unless all classes taken are off campus.

**OHLONE COLLEGE SCHOOL PERMISSION FORM: 10<sup>TH</sup> - 12<sup>TH</sup> GRADE STUDENTS**

**NOTE: 10<sup>TH</sup> - 12<sup>TH</sup> grade students are RESTRICTED TO CSU & UC TRANSFERABLE COURSES  
COMPLETION OF THIS FORM DOES NOT CONSTITUTE ENROLLMENT IN CLASSES  
SUMMER TERM 2016**

**EXPLORERS PROGRAM**



**Deadline for permission packets: Monday, June 6, 2016 (No Exceptions)**

In accordance with the Title 5 of the California Code of Regulations and Ohlone College policy, students in grades 10<sup>th</sup> -12<sup>th</sup> may enroll in Ohlone College courses with the appropriate recommendations. By law, K-12 students must complete an application packet for **every term** they plan to attend. An incomplete application packet will not be processed. **Application packets must be submitted no later than Monday, June 6, 2016.**

Students intending to enroll in English or Mathematics classes, or those with English or Math prerequisites, must take the **Ohlone College Placement Test**. Students wishing to **register in more than 5.50 units** are required to submit a letter from their School Principal or designee indicating approval of excess units. Taking an Ohlone College course begins the student's **PERMANENT** college academic record. **10<sup>th</sup>-12<sup>th</sup>** grade students are allowed to take only courses that are **transferable to CSU and/or UC**. These courses are identified in the Ohlone College Schedule of Classes.

**Registration for 10<sup>th</sup> through 12<sup>th</sup> grade students begins Thursday, June 9, 2016.**

**Ohlone College ID#**

(Office Use Only)

► **To be completed by the student - please print (black or blue ink)**

<b>Last Name</b>	<b>First Name</b>	<b>M.I.</b>	<b>Date of Birth (mm/dd/yyyy)</b>

- 10<sup>th</sup> - 12<sup>th</sup> grade students are allowed to take only CSU and UC transferable classes except PE. Courses are identified in the Online Class Schedule.
- Students enrolled in classes not listed on recommendation form **will be dropped**.

► **Requested Classes:**

<b>Class Synonym Number Example: 012345</b>	<b>Class Section and Title: Example ENGL-113-01 Poetry</b>	<b>Time 1:00-2:30</b>	<b>Units</b>	<b>Room Number</b>
069937	AJ-260A3-01 Explorers Program	8:00-5:00	3.00	CJTC

► **To be completed by the Parent/Guardian and Student: Do not leave any portion blank.**

➔ _____ <i>Print Name of Parent/Guardian</i>	➔ _____ <i>Parent/Guardian Signature</i>	➔ _____ <i>Date</i>
➔ _____ <i>Home Phone</i>	➔ _____ <i>Work or Cell Phone</i>	_____
➔ _____ <i>E-mail address</i>	➔ _____ <i>Student's Signature</i>	
<b>Students Grade Level:</b> Sophomore    Junior    Senior		
<b>Year you began attending your high school:</b> _____ - _____		
<b>Projected graduation date:</b> _____		

- **To be completed by the High School:** The administrator signing below hereby recommends the enrollment of the student in the class(es) listed above and verifies that the student can benefit from advanced scholastic or vocational work.
- **SUMMER ONLY:** I certify that I am limiting the number of recommendations to no more than five percent of the total number of pupils who completed the grade immediately prior to the time of the recommendation for summer session.

<b>School Name and Phone No.:</b> _____	<b>Phone:</b> _____
<b>Term Attending Ohlone College:</b> <u>Summer</u>	<b>Year:</b> <u>2016</u>
_____	_____
<i>Print Principal's or Designee's Name</i>	<i>Principal's or Designee's Signature</i>