



Admissions & Records
Dual Enrollment/CCAP Form
School/Parent Approval Form

Term: SUM FAL WIN SPR Year: 20__

Eligible high school students may attend Moreno Valley College classes on their high school campus if they meet certain qualifications. Students will earn both college and high school credit for these courses. All MVC fees are waived. Interested high school students must meet ALL of the following requirements:

- Attend high school at least a minimum day (not required for summer term)
Approval from High School Principal or Designee
Attend a local high school participating in this program (MVUSD, VVUSD)

Students who meet these requirements must submit the following items in order for eligibility to be determined:

- MVC Online Admission Application (MVC.edu)
School/Parent Approval Form (signed by all required parties)

Form fields: Last Name, First Name, M.I., RCCD ID# or CCCID#, Number and Street, Apt#, City, State, Zip, Phone Number, Email Address, Age, Date of Birth, Grade

High School Principal/Designee Approval:

I certify this student has the ability to benefit from taking advance scholastic or vocational work and/or is identified as being underrepresented in higher education. I make this recommendation as the principal of the student's school of attendance or I have been given authorization to make this recommendation on behalf of the principal. If applying for RCCD's fall and spring sessions I verify that this student meets the requirements to participate in the Dual Enrollment program at Riverside City College District. (CA Ed Code 48800, 48800.5, 76000, 76001, 76002, and 76004)

Signature: _____ Date: _____ High School: _____
Principal or Designee

Parent/Guardian Approval:

1. **Student Responsibilities:** Students must act on their own behalf. Parents, guardians, relatives, or friends are not permitted to enroll, drop, or add classes on behalf of the student. The same applies to requesting transcripts or grade verifications if a personal copy is requested.
2. **Student Records:** Even though the student is also enrolled in high school, they will be creating a permanent academic record at RCCD. Under Section 49061 of the Education Code, parents of community college students do not have a right of access to their children's student records, regardless of whether the student is under the age of 18. In accordance with this regulation, students' college records will be released to parents only with the written consent of the student.
3. **Information Sharing:** Through this CCAP partnership, MVC and the high school will be sharing pertinent information regarding students enrolled in CCAP classes. Information includes, but is not limited to: academic performance, disciplinary issues and test scores.
4. **Contacting Instructors:** Your student is enrolled in a college course and it is important to understand that instructors work directly with students, as opposed to the type of parent interventions you may be accustomed to at the high school level. Under FERPA (Family Educational Rights and Privacy Act), instructors are not required to discuss student performance or other student-related issues with parents. Moreno Valley College does not accommodate parent requests to contact instructors.
5. **Course Content/Material:** Moreno Valley College is an adult learning environment. As such, discussion topics and course materials are generally designed for adult students and may not be appropriate for younger students.
6. **Supervision of Minors:** Riverside Community College District assumes no responsibility for the supervision of minor students outside of the classroom setting. Parents are responsible for providing transportation and ensuring that their children are appropriately supervised before and after class.

Signature on this document certifies that I have read, understand, and agree to the above policies and requirements and that my child/legal ward intends to register in public college classes that are **not** specifically designed for students under age 18, and that Riverside Community College District accepts no responsibility for any extraordinary supervision of students less than 18 years of age. Further, I accept responsibility for my child/legal ward's behavior while he/she is attending a Riverside Community College District class.

Name (Please Print): _____ **Relationship to Student:** _____

Parent/Guardian Signature: _____ **Date:** _____

High School Student:

1. **Maximum Units:** Students can register for up to 15 units during the fall/spring term and up to 8 units during the summer/winter term.
2. **Restricted Courses:** Students must enroll in the classes on the pathway as agreed upon between MVC and the high school. The following classes *may not* be taken by high school students: **All Kinesiology (KIN) courses**. Additional course restrictions may be included at the discretion of the college.
3. **Prerequisite Requirements:** When a course has a pre-requisite requirement, it means the student must demonstrate pre-existing knowledge and/or skills to be successful in the course by completing the required previous course(s). Please check with your guidance counselor if you have questions about which courses you can take.
4. **Course Registration:** Please note that submitting this approval form and required documents to Admissions & Records **does not** register you in the course. It is the student's responsibility to register for the course(s) in accordance with all college deadlines.
5. **Rules & Regulations:** All CCAP students are responsible for complying with the rules and regulations of the college as published in the Riverside City College Catalog and schedule of classes.
6. **Information Sharing:** Through this CCAP partnership, MVC and the high school will be sharing pertinent information regarding students enrolled in CCAP classes. Information includes, but is not limited to: academic performance, disciplinary issues and test scores.
7. **Grades:** The grade(s) you earn in your class(es) will become part of your official college academic record. Your high school will receive a copy of your academic record and will put the grades earned on your high school transcript in order to receive high school credit. You can request transcripts via Credentials on MVC's website. A valid photo ID will be required to pick up a transcript in person.

I have read, understand, and agree to the above policies and procedures to be admitted as a CCAP student and I affirm that I attend high school classes for at least a minimum day, have availed myself of all opportunities to take these classes at my school, and can benefit from college level courses.

Student Signature: _____ **Date:** _____

MVC OFFICE USE ONLY

All Required Signatures Provided

Denied

Approved

Flagged

Approved by: _____