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### APPLY TO HARBOR COLLEGE AND GET STUDENT ID #

Connect with a Counselor at your campus and let them know you want to take a College course at Harbor College

Steps to apply and tip sheet is on our website. The Dual Enrollment Team can assist as well. Scan QR code for instructions.

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### COMPLETE DOCUMENTS

You will need to complete a Dynamic Form to get clearance to take the course. Scan the QR code to go to the website - STEP 2. and click the link to initiate a Dynamic Form. Very important - if it's your first time doing a Dynamic Form, your parent will need to sign. If you have completed one before, select "previously enrolled" and it will go directly to your counselor. Make sure information is accurate! Avoid delays.

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### REGISTER ATTEND CLASS

You will receive an email from admissions letting you know you have been CLEARED to take the class.

Open your student portal and Click MANAGE CLASSES to enroll in the class.

STEP 3 on our website

## ABOUT DUAL ENROLLMENT

Dual Enrollment is an exciting and unique opportunity for K-12 students to earn **TUITION FREE TRANSFERABLE** college credits through Los Angeles Harbor College, as well as earn an AA Degree.\*\*

*\*\* Students would have to meet with a counselor to develop an educational plan and attend summer / winter sessions to complete additional course requirements towards a degree.*

The Dynamic Form is found on STEP 2 of the enrollment process on website.



<https://www.lahc.edu/admissions/dual-enrollment>



 [www.lahc.edu/admissions/dual-enrollment](https://www.lahc.edu/admissions/dual-enrollment)

 [lahcdualenrollment@lahc.edu](mailto:lahcdualenrollment@lahc.edu)

 LA Harbor College ~ 1111 Figueroa Place  
Wilmington, CA 90744 ~ Office #: SSA115

 310.233.4288

# SAMPLE NON-CCAP FORM

## LOS ANGELES COMMUNITY COLLEGE DISTRICT SUPPLEMENTAL APPLICATION FOR ADMISSION OF STUDENTS IN GRADES K-12



**ADMISSION:** Colleges in the Los Angeles Community College District ("LACCD") may admit as a special part-time or full-time student anyone who is a student in grades K-12 who has met the LACCD's admissions requirements and who, in the opinion of the College President (or designee), may benefit from instruction. (Education Code sections 48800, 48800.5, 76001; LACCD Board Policy 5010.)

**FEES:** Enrollment fees are required for special full-time students (i.e., taking more than 11 units), but waived for special part-time students (i.e., taking 11 units or less). (Education Code section 76300(f), LACCD Board Policy 5010.) Special part-time students are exempt from the nonresident tuition fee (Education Code section 76140(a)(4), LACCD Board Policy 5010) The LACCD also charges a health fee (certain categories of students are exempt) and, where applicable, a student representation fee. Students enrolled in C-CAP programs are exempt from enrollment fees and will not be charged for textbooks, equipment, and materials.

**CONDITIONS:** The student is expected to follow regulations and procedures that apply to all college students. The student shall receive college credit for the community college courses that the student completes. Arrangements for receiving high school credit for completed course work must be made with the student's high school. The student may only enroll in those courses listed on this form. This enrollment approval form must be presented when the student initially files an application for admission to the college, and a separate approval must be provided for each semester or term in which the student wishes to enroll. **The LACCD and its colleges assume no responsibility for the supervision of minor students (i.e., students under 18 years of age) outside the classroom setting. Parents are responsible for ensuring that their children are appropriately supervised before class begins, after class finishes, or when a class is cancelled and/or dismissed early.**

### K-12 STUDENT INFORMATION

First Name:  Last Name:  Date Of Birth:

Address:   
City:  State:  Zip:

Phone Number:  Email Address:  Student ID:

Student Grade:  Age:

High School:

Your personal Info

Your HIGH SCHOOL Counselor for Dual Enrollment NAME email

### HIGH SCHOOL INFORMATION

Please add the first name, last name and school email address for your counselor. (If you are Homeschooled, please enter your parent's information here.)

First Name:  Last Name:  School Email Address:

### PARENT INFORMATION

First Name:  Last Name:  Email Address:

### COLLEGE ENROLLMENT INFORMATION

Term:  Year:   
College: Los Angeles Harbor College

Select the correct semester and type the correct year.

If you know section # you can add it

Course Name	Course Number	Unit
Sociology	001	3.00
Course 1: TUTOR	0011	0.00
Course 2: ART #SECTION #	103	3.00
Course 3:		
Course 4:		
Course 5:		
Course 6:		
Total Units		3

High School Official / Home School Parent Only  
Please enter any updates/corrections or comments:

Your Counselor Selects Enrolment Status

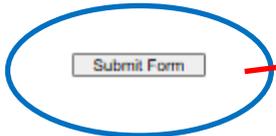
Enrollment Status:

### STUDENT AUTHORIZATION

I am requesting approval to attend and I consent to enroll in the courses listed on this form. I understand I must meet all prerequisites before I can enroll in these classes. I authorize the release of my transcript information to my school upon the school's written request.

Student Signature \_\_\_\_\_ Date \_\_\_\_\_

Sign your full name



SUBMIT! Your counselor will get it - If they indicate you have previously been enrolled your parent will NOT receive it.