

LOS ANGELES HARBOR COLLEGE

SUPPLEMENTAL APPLICATION FOR ADMISSION OF STUDENTS IN GRADES K-12

Admission: Any college in the Los Angeles Community College District may admit as a special part-time or full-time student, anyone who is in the age group of Kindergarten to 12th grade (K-12), who has completed the admission requirements set forth in Administrative Regulation E-87, and who in the opinion of the College President (or designee) may benefit from instruction (Board Rules 8100.05, 8100.06, 8100.07 and 8100.08; and Education Code Sections 48800; 48800.5; 76001).

Fee: Enrollment fees for Special Part-Time Student K-12 students will be waived pursuant to Board Rule 8100.07 and Education Code Section 76300 (f). Special Full-Time Students K-12 students (i.e., students enrolled in 12 units or more) are required to pay enrollment fees. **Residents of other states and foreign students are subject to non-resident tuition.** The Los Angeles Community College district charges a Health fee and, where applicable, a student representation fee.

Students enrolled in CCAP 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 established for all college students. Students shall receive credit for community college courses which they complete. Students are responsible for information in College Catalog and Class Schedule. Arrangements for receiving high school credit for course work completed 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 files an application for admission to the College for students in the age group of K-12 grade. A separate approval must be provided for each semester or summer session in which the student wishes to enroll. Parent/Guardian, student and school authorization signatures required before application can be processed. *The Los Angeles Community College District and its colleges assume no responsibility for the supervision of minor students outside of the classroom setting. Parents and/or sponsoring agencies are responsible for ensuring that their children are appropriately supervised before class begins, after class finishes and if or when a class is cancelled and/or dismissed early.*

Student Information (Please print)

Student Name: _____
Last First Initial

Student Address: _____
Street & Apt. Number

City _____ State _____ Phone: (____) _____
City State ZIP

Birth date: ____/____/____
Month Day Year

LAHC Student ID _____/____/____

Student EMAIL _____

I authorize my son/daughter to enroll in a college-level course in the Los Angeles Community College District. I understand my son or daughter will be in an adult environment when attending classes on the Harbor College campus. I understand that my child will not be afforded any special status or supervision as a result of his/her minor status while enrolled in the Los Angeles Community College District; I also understand that I will not have access to my child's student records (including grades and transcripts) without their written consent, their minor status notwithstanding.

Parent's (Guardian's) printed name _____ Parent's (Guardian's) Signature _____ Date _____

Student's Signature/Date _____

A student signature is required for Sections A &/OR B.

College Information - SECTION A: COMPLETE SECTION A IF YOU ARE TAKING COLLEGE CLASSES AT THE MIDDLE SCHOOL or HIGH SCHOOL CAMPUS.

I agree to enroll in the following class(es) at Harbor College. _____ Fall _____ Winter _____ Spring _____ Summer _____ Year

I authorize the release of transcript information to my school upon the school's written request:

1. _____ Course Title & Class Number	2. _____ Course Title & Class Number
3. _____ Course Title & Class Number	4. _____ Course Title & Class Number

SECTION B: COMPLETE SECTION B IF YOU ARE TAKING A CLASS AT THE COLLEGE CAMPUS

Harbor College class(es) recommended by school official. _____ Fall _____ Winter _____ Spring _____ Summer _____ Year

Student must enroll in these classes on campus in person, or by telephone or internet registration.

1. _____ Course Title & Class Number	2. _____ Course Title & Class Number
3. _____ Course Title & Class Number	4. _____ Course Title & Class Number

School Information This portion must be completed by the School Principal or designee for students attending public or private schools.

I have met and counseled the student and recommend the courses listed above to be taken for credit (for K-8 students, please enclose the student's transcripts and letter describing how, in your opinion, the student will be able to profit from instruction at a community college). If this is a CCAP agreement class no letter is needed. If this is a summer enrollment, I certify that there are no equivalent courses available at this school and that the total number of students referred from this school to community colleges does not exceed 5% of this year's graduating class.

School Principal/APSCS/or Designee -Printed Name and Title _____ Signature _____ Date _____

School Address: _____
Street City State ZIP

LAUSD STUDENT ONLY: District Student ID No. _____ School Location Code _____

**Los Angeles Harbor College Student FERPA Waiver Release of Information,
Photo use Permission & Middle or High School Name currently attending:**

I hereby authorize the release of the following documents and records from Los Angeles Harbor College upon the written request of the Middle or High School (named below) Staff including:

- 1) College Class Schedules 2) Grades 3) Transcripts 4) Other Academic Records.

This release of information waiver & photo use permission is effective for the duration of my enrollment and up to 1 year after graduation or separation from the program.

Name of School I am attending: _____

I understand that once enrolled in an LAHC course, it is **my responsibility to withdraw** from the course if I do not attend.

Student Signature: _____ Date: _____

(For LAHC Office Use Only)

Approval of the Chief Instructional Officer (or designee) of Los Angeles Harbor College

_____ Approved to Attend _____ Signature _____ Date _____

_____ Not Approved to Attend _____ Printed Name _____

Reason(s) for refusal: _____

Proxy Registration Form

If someone other than the student will submit the college application during walk-in registration, please complete the following proxy registration form.

Students Name (Please print)

Student Social Security Number

OR

Student Signature

Student LAHC ID Number

Proxy's Name (Please print) (Person authorized to sign for the student)

LAHC's Admissions Application Checklist *Have you...*

- ✓ Completed your Open CCC and Harbor College on-line application form?
- ✓ Double checked your LA Harbor College ID# and/or social security number?
- ✓ Completely filled out the Los Angeles Harbor College K-12 Approval Form?
- ✓ Has your parent and principal or counselor signed this form?
- ✓ Filled out and signed either Section A or Section B on the LAHC K-12 Approval Form?
- ✓ Completed the Proxy Registration section (if applicable)?
- ✓ Included a copy of your most current Middle/High School transcript?

Counseling Center: (310) 233-4230 or (310) 233-4221 **Admissions Office:** (310) 233-4090