

# HIGH SCHOOL DUAL ENROLLMENT FORM

Long Beach City College is proud to offer dual enrollment to our local high school students, allowing students the opportunity to complete college coursework while still attending high school. For more details, visit the LBCC Dual Enrollment site at [www.lbcc.edu/post/dual-enrollment-students](http://www.lbcc.edu/post/dual-enrollment-students)

**Steps for New Dual Enrollment Students** (check one below)  
 Email [careerpathways@lbcc.edu](mailto:careerpathways@lbcc.edu) if you are unsure of which box to check

Individual Dual Enrollment	Early College Pathways Partnership Program (ECPP Program Track)
<ol style="list-style-type: none"> <li>1. Complete the LBCC admissions application online at <a href="http://www.lbcc.edu">www.lbcc.edu</a>.</li> <li>2. Submit this form with all required signatures to the Admissions &amp; Records Office, A-1075 at <a href="#">LAC</a> or GG-102 at <a href="#">PCC</a>.</li> <li>3. Enroll in the requested class during Open Registration.</li> <li>4. If approved, only your enrollment fees will be waived.</li> </ol>	<ol style="list-style-type: none"> <li>1. Complete the LBCC admissions application online at <a href="http://www.lbcc.edu">www.lbcc.edu</a>.</li> <li>2. Submit this form with all required signatures to Career Pathways Support Services at <a href="mailto:careerpathways@lbcc.edu">careerpathways@lbcc.edu</a>.</li> <li>3. If approved, your enrollment fees and health fee will be waived and you may be exempt from the textbook fees.</li> </ol>

**Steps for Continuing Dual Enrollment Students**  
 (Individual Dual Enrollment and ECPP Program)

- Each term, submit a new High School Dual Enrollment form with all required signatures. A hold is placed on your record that restricts your enrollment for future terms until this form is submitted. If you skipped enrollment for both the past Fall and Spring semester you are considered a returning student and must also complete and resubmit the LBCC admissions application on-line. Individual dual enrollment students submit this form to the Admissions & Records Office, A-1075 at [LAC](#) or GG-102 at [PCC](#). ECPP Program students submit this form to [careerpathways@lbcc.edu](mailto:careerpathways@lbcc.edu).
- **If the desired course has a prerequisite, students must complete the assessment process and meet the stated prerequisite level**
- **Graduating High School Seniors:** In the semester before you graduate from high school, notify the Admissions & Records office to continue your studies at LBCC. Once this is noted in your records, complete a new admissions application.

**Additional Information**

Dual enrollment provides opportunity for advanced academic or vocational work for high school students capable of advanced work. It is not intended as remedial or make-up work. Students must be currently enrolled in a K-12 school, and may enroll in up to 11 units in each Fall and Spring term, or 5 units in Winter and Summer terms. A GPA of 2.0 or better at LBCC is required to continue as a dual enrollment student.

**DUAL ENROLLMENT STATUS** \_\_\_ New \_\_\_ Continuing \_\_\_ Returning    **APPLICATION TERM** \_\_\_ Fall \_\_\_ Winter \_\_\_ Spring \_\_\_ Summer    **YEAR:** \_\_\_\_\_

Last Name: \_\_\_\_\_ First Name: \_\_\_\_\_ MI: \_\_\_\_\_ Date of Birth: \_\_\_\_\_

Phone #: \_\_\_\_\_ Email Address: \_\_\_\_\_

High School Name: \_\_\_\_\_ High School SLC/Pathway: \_\_\_\_\_ Anticipated HS Grad Date: \_\_\_\_\_ HS GPA: \_\_\_\_\_

High School Student ID # \_\_\_\_\_ LBCC/Viking ID #: \_\_\_\_\_ LBCC Course Name/Class # \_\_\_\_\_

**STUDENT SIGNATURE**

I have reviewed and accept the terms listed above, and I acknowledge that LBCC shares information about participation in this program with my school and school district:

Student Name (Print) \_\_\_\_\_ Signature \_\_\_\_\_ Date \_\_\_\_\_

**HIGH SCHOOL PRINCIPAL OR DESIGNEE RECOMMENDATION:**

I certify that this student is capable of advanced academic work. Additionally, no more than 5% of students at this grade level have been approved to attend a community college during the summer term.

Principal or Designee Name (Print) \_\_\_\_\_ Signature \_\_\_\_\_ Date \_\_\_\_\_

**PARENT/GUARDIAN ACKNOWLEDGEMENT:**

I authorize my child to enroll in a college level course at LBCC. I understand that my child **will not** be afforded any special status or supervision as a result of his/her minor status. Per federal educational privacy laws (FERPA), I **will not** have access to my child's student records, including grades and transcripts, without his/her written consent, minor status notwithstanding.

Parent Name (Print) \_\_\_\_\_ Signature \_\_\_\_\_ Date \_\_\_\_\_

LBCC Enrollment Services	LBCC Career Pathways
Date Received: _____ ___ Approved ___ Denied    Notes:	Student Group: