



VVC STEPS TO ENROLLMENT FOR CONCURRENT STUDENTS (K-12 GRADE)

CONCURRENT STUDENT ENROLLMENT is limited to K-12 students who have been certified by their school that they are prepared to undertake credit coursework at VVC. Some courses have age and/or grade level restrictions. These courses are listed on the back of this form.

***Students must be present with a photo ID for all transactions with Admissions and Records.**

STEP 1: APPLICATION FOR ADMISSIONS

All forms are available from your high school counselor or the VVC Admissions Office in Building #52. This process must be done in person.

Concurrent enrollment students must fill out and submit to the Admissions office each semester the following:

- VVC application for admissions
- VVC Concurrent Student Enrollment form (2 part form) (**Principal/Designee signature, parent signature and list of courses not required at this time**)
- VVC Steps to enrollment form for Concurrent students

Please note:

- Concurrent enrollment students may enroll in a maximum of 11.0 units for Fall and Spring semesters or 8.0 units for Summer and Winter sessions, per CCA law SB338.

Name _____

ID# _____

Date _____

Admissions staff initials _____

STEP 2: ORIENTATION AND ASSESSMENT

- If you have NOT PREVIOUSLY completed orientation and assessment (placement testing), you MUST do so, unless you are only enrolling in music performance, theatrical performance, physical education activity courses, or youth symphony.
- **Orientation:** Sign up in Building #55 at the Counseling Desk.
- **Assessment:** Located in Bldg 52, window 18. NO APPOINTMENT IS NECESSARY. Allow approximately THREE HOURS to complete. You must bring a **PHOTO ID**, your **student ID number**, and this **STEPS form** with STEP 1 initialed by the Admissions staff.

Staff Verification

STEP 3: REGISTRATION DATES/FEE PAYMENT

Please check semester class schedule for registration date.

- After Steps 1 and 2 are complete, return your admissions application, assessment test results, completed Concurrent Enrollment form and this Steps sheet to the Admissions Office.
- Complete an Add form.
- The concurrent enrollment form **must** list your courses and have your parent's signature and the signature of your school principal/designee approving your courses. Home School students must have the signature of the appropriate administrator from their local unified District **or** an Affidavit that has been filed with the Superintendent of Public Instruction.
- Concurrent enrollment students **MUST** register in person at the Admissions Office in Building 52.
- Pay fees at the Bursar (Cashier) in Bldg 52.

AGE/GRADE LEVEL RESTRICTIONS BY COURSE

(Other courses may have been added to this list after printing.)

<u>COURSE</u>	<u>AGE/GRADE RESTRICTION</u>
ADPE 60 – PHYSICAL FITNESS	at least 16 years of age
ADPE 61 – ADVANCED PHYSICAL FITNESS	at least 16 years of age
AENG – ALL AENG COURSES	at least 16 years of age and HS Junior
ALDH 71 – EMERGENCY MEDICAL TECHNICIAN I (AMBULANCE)	at least 18 years of age
BSKL – ALL BASIC SKILLS COURSES	at least 18 years of age
CMST 105 – INTERCULTURAL COMMUNICATION	at least 16 years of age or HS Junior
CMST 106 – HUMAN COMMUNICATION	at least 16 years of age or HS Junior
CMST 107 – FAMILY COMMUNICATION	at least 16 years of age or HS Junior
CMST 108 – GROUP DISCUSSION	at least 16 years of age or HS Junior
CMST 109 – PUBLIC SPEAKING	at least 16 years of age or HS Junior
CMST 121 – FINGERSPELLING/NUMBERS I	at least 16 years of age or HS Junior
CMST 122 – AMERICAN SIGN LANGUAGE I	at least 16 years of age or HS Junior
CMST 123 – AMERICAN SIGN LANGUAGE II	at least 16 years of age or HS Junior
CMST 124 – AMERICAN SIGN LANGUAGE III	at least 16 years of age or HS Junior
CMST 125 – AMERICAN SIGN LANGUAGE IV	at least 16 years of age or HS Junior
ENGL – ALL COURSES	at least 16 years of age
ESL – ALL ESL COURSES	at least 16 years of age and HS Junior
GUID 50 – COLLEGE SUCCESS	at least 16 years of age
GUID 59 – SELF ESTEEM	at least 16 years of age
GUID 100 – CAREER AND LIFE PLANNING	at least 16 years of age
GUID 105 – PERSONAL AND CAREER SUCCESS	at least 16 years of age
MUSC 135 – BEGINNING BAND	at least 16 years of age
MUSC 143 – BEGINNING STRING ENSEMBLE	at least 16 years of age
MUSC 144 – PRELUDIUM STRING ENSEMBLE	at least 16 years of age
MUSC 145 – COLLEGE SYMPHONY ORCHESTRA	at least 16 years of age
<i>*Note: Students under 16 years of age should enroll in the music courses offered through Community Service. See Community Service classes in the Schedule of Classes.</i>	
PE 162 – WEIGHT TRAINING	at least 16 years of age
PE 163 – WEIGHT LIFTING II	at least 16 years of age
PSYC 105 – PERSONAL AND CAREER SUCCESS	at least 16 years of age
SPAN – ALL SPANISH COURSES	at least 14 years of age
TA 101 – INTRODUCTION TO THEATRE	at least 16 years of age or HS Junior
TA 102 – HISTORY OF THE THEATRE	at least 16 years of age or HS Junior
TA 104 – ORAL INTERPRETATION OF LITERATURE	at least 16 years of age or HS Junior
TA 106 – BEGINNING ACTING	at least 16 years of age or HS Junior
TA 107 – INTERMEDIATE ACTING	at least 16 years of age or HS Junior
TA 110 – PRINCIPLES OF DESIGN FOR THEATRE	at least 16 years of age or HS Junior
TA 111 – TECHNICAL STAGE PRODUCTION	at least 16 years of age or HS Junior
TA 113 – STAGE MAKE-UP	at least 16 years of age or HS Junior
TA 115 – STAGECRAFT	at least 16 years of age or HS Junior
TA 116 – AUTHORS OF THE THEATRE	at least 16 years of age or HS Junior
Junior	
TA 117 – TECHNICAL THEATRE I: LIGHTING AND SOUND	at least 16 years of age or HS Junior
TA 120 – COSTUMING FOR THE THEATRE	at least 16 years of age or HS Junior