



Evergreen Valley College  
Adult Education Dual Enrollment  
**Special Admit Form**

Evergreen Valley College Student ID # (7 digits): \_\_\_\_\_

Term of Enrollment:  Fall  Intersession  Spring  Summer Year: \_\_\_\_\_

### STUDENT INFORMATION

Last Name: \_\_\_\_\_ First Name: \_\_\_\_\_ M.I.: \_\_\_\_\_

Date of Birth (MM/DD/YYYY): \_\_\_\_\_ Phone Number: \_\_\_\_\_

Address: \_\_\_\_\_ City: \_\_\_\_\_ Zip Code: \_\_\_\_\_

Email Address: \_\_\_\_\_

### STUDENT AGREEMENT AND AUTHORIZATION

*I am requesting permission to enroll in Evergreen Valley College classes for advanced scholastic or vocational work not offered by my adult school or GED program. I understand that admission and enrollment are contingent upon meeting the requirements as determined by my school/program and Evergreen Valley College. I have read the procedures and guidelines for my participation in the Dual Enrollment program as outlined below.*

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

### PROCEDURES & GUIDELINES

- 1 Student must complete a new application for admissions via [CCC Apply](#) and submit a current Special Admit form each semester of enrollment.
- 2 Student must meet prerequisite and basic skill requirements for any class they intend to enroll in.
- 3 Student must submit a copy of any transcript as part of the multiple measures prerequisite verification process.
- 4 Student may not take PE.
- 5 Enrollment fees are waived for dual enrollment students; however, student must pay for any material fees.
- 6 Students are limited to a maximum of 11 units for Fall & Spring terms; 7 units for Summer term.
- 7 Courses taken at Evergreen Valley College is offered for college credit only.
- 8 Earning lower than a "C" in any course will require student to meet with an EVC Dual Enrollment counselor before enrolling in future college courses.
- 9 Courses are only repeatable under special circumstances. Please contact the Dual Enrollment Office for more information on how to repeat a course.
- 10 Final grades will be recorded on the student's permanent record.



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COURSE(S) REQUESTED		HS Approval
<i>Students may list up to 4 courses per form, including alternate courses of interest.</i>		<i>Initial below</i>
<b>COURSE 1</b>	Course Subject & Number: _____ # Units: _____ Course Name: _____	_____
<b>COURSE 2</b>	Course Subject & Number: _____ # Units: _____ Course Name: _____	_____
<b>COURSE 3</b>	Course Subject & Number: _____ # Units: _____ Course Name: _____	_____
<b>COURSE 4</b>	Course Subject & Number: _____ # Units: _____ Course Name: _____	_____

Please attach an unofficial copy of your most recent transcript to this form.

**ADULT EDUCATION AUTHORIZATION**

*I have reviewed the academic record of the above-named student and certify that the student has the ability to benefit from college instruction in the course(s) listed. The above student meets all criteria necessary to be admitted into the Dual Enrollment Program, including any prerequisites for the courses requested.*

Adult School or GED Program Name: \_\_\_\_\_

Expected Program Completion Date (MM/YYYY): \_\_\_\_\_

Principal Name or Designee: \_\_\_\_\_ Phone Number: \_\_\_\_\_

Principal or Designee Signature: \_\_\_\_\_ Date: \_\_\_\_\_

Please return this form to the Office of Admissions & Records or email completed form to [evcsaf@evc.edu](mailto:evcsaf@evc.edu).