

Taft College

High School Special Admit Form

29 Cougar Court – Taft, CA – 93268 (661) 763-7741 Admissions Office; (661) 763-7758 Fax

◆ PLEASE PRINT ALL INFORMATION CLEARLY ◆

	Taft College ID # A 0 0						
Info	Name Birthdate Age Last First MI						
ent							
Stud	Address Email						
0,							
	City State ZIP Phone #						
_							
Į.	Term						
School Info							
cho	High School City/County of School						
gh S	Type of School □ Public □ Private □ Charter School □ Home School*						
Ξ	*Students enrolled in a Home Study Program must provide proof that the program is registered with the County Department of Education.						
	CRN # Section Course Title						
Course Info	1.						
ırse	2.						
Col	3.						
	· [
	I understand that the course(s) listed above are for College Credit , and that enrollment at TC creates a permanent record that must be reported to any						
ent	colleges I apply to in the future. I agree to abide by all rules and regulations set forth in the TC Catalog. I also understand that my enrollment at TC will be limited to no more than 11 units per semester, in compliance with Education Code 76001 (d).						
Student							
0,	Signature Date						
ATTENTION: PARENT SIGNATURE ONLY REQUIRED FOR FIRST-TIME SPECIAL ADMIT STUDENTS*							
A							
	I understand that my parental consent is only required when my child first begins as a special admit student at Taft College and will remain on file unless revoked in writing. I support this request on the part of my child to attend TC. I understand that the courses are for College Credit, and that						
Parent	college courses may contain adult content. I understand and agree that my child is subject to the rules and regulations of TC as listed in the College Catalog. I agree to be responsible for any and all fees incurred by my child in the enrollment process. I am aware that I will not have the right to access my						
Pal	child's college records without his/her written consent or a court order.						
	Signature of Parent/Legal Guardian Date						
	Pursuant to Education Code 48800, I have reviewed the academic record of this student and certify that they demonstrate adequate preparation in the						
E	discipline to be studied and has the ability to benefit from college instruction in the courses listed, and if a summer student, they have exhausted all						
cipa	opportunities to enroll in equivalent courses, if any, at their school of attendance. For any particular grade level, I certify that I am limiting the number of recommendations to no more than 5 percent of the total number of pupils who completed that grade immediately prior to the time of						
Principal	recommendation for enrollment during a summer session.						
	Signature of Principal or Designee Date						



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Important Information for High School Students enrolling at Taft College

References: California Education Code: 76002/76300/48800.5; Title 5: 55002(a). High school students may take college level courses that are transferable (courses numbered 1500 or higher), on a seats-available basis with permission from their parent/legal guardian, and high school principal. Students will receive college credit for the community college courses completed. **Arrangements for receiving high school credit for course work completed must be made with the student's respective high schools**.

It is expected that all special admit students enrolling in Taft College courses have the maturity to participate on a college campus. No special arrangements for additional supervision of underage students are available. In a very small number of disciplines, course content may be frank in order to deal with scholarly discussion of behavioral, artistic, human, or other issues. Unlike public schools, colleges do not contact parents in advance to inform them of these matters. Parents are hereby notified that it is their responsibility to ensure that their child is able to handle the college environment, as well as the content of the course in which they enroll. Although special admit students may be minors, Taft College adheres to the student privacy laws set forth by FERPA. Special admit students are entitled to all of the privacy rights of a college student; therefore, any information regarding attendance, grades, behavior, etc., cannot be shared with the parent or legal guardian.

Step 1: How to Get Started

- Complete the online application for admissions to Taft College.
- Submit the **High School Special Admit Form** to hsspecialadmit@taftcollege.edu.
- The Special Admit Form must be filled out and signed by the student and the high school principal/designee every semester regardless if the student gets into a class or not. **Parent signature is only required when the student first begins as a special admit at Taft College and will remain in effect unless revoked in writing.** If the student is home schooled, they must provide verification that the homeschool program is recognized and approved by the county department of education.
- Students must reapply for admission after a break in attendance for one semester.

Step 2: Complete Orientation

• Complete the online orientation. The online orientation can be found on our website under "Getting Started". You will use the student ID number given to you when you completed your admissions application.

Step 3: Check Class Schedule

- We will register students during their assigned open registration. Students can refer to the priority registration schedule each semester to determine the open registration time period for high school special admit students.
- Log into your MyTC/Cougar Tracks to check your class schedule by going to **Student > Registration > My Class Schedule**.
- Verify that your schedule matches the courses you included on your High School Special Admit Form.

Step 4: Access Your Canvas

- Students will be granted access to Canvas the week before courses begin.
- Login to Canvas by accessing your "MyTC" Portal on the Taft College home page.

Step 5: Keep Us Informed

- Students who have previously enrolled and who have dropped their courses and/or have not made satisfactory progress will not be allowed to continue in the Special Admit Program. If you are having difficulty in your courses, please contact your school counselor as soon as possible.
- Participation in the high school special admit program results in college credit and a permanent record at Taft College that must be reported to any colleges you apply to in the future.

Step 6: Transcripts

• Grades will not be available on your transcript until after all end-of-term processes have been completed. We will provide official transcripts directly to your school after end-of-term processes have been completed at no charge. Please do not order official transcripts to be sent to your school. For more information, contact the Admissions and Records Office at 661-763-7741.



HIGH SCHOOL SPECIAL ADMIT STUDENT CONSENT FOR RELEASE OF INFORMATION

Name:			Date of Birth:	
Last	First	Middle		
TC Student ID#:_				
Maiden Name or	Other Name Used			
		Last	First	Middle
guidelines and Educ	in accordance with the ation Code section 7624 ation from my college rec	2, authorize the	West Kern Commun	ity College District to re
	_ Admissions/Residend	cy Info	_ Financial Records	
	_ Class Schedule		_ Progress Report	
	_ Educational Plan		_ Transcripts/Acade	mic Records
	Financial Aid Record	s	_ Other (specify): _	
Ç	ual(s) may have access to			
Full Name:			Date of Birth:	
Full Name:			Date of Birth:	
Full Name:			Date of Birth:	
This authorization s revoked in writing.	shall remain in effect du	ring my enroll	ment as a high spec	al admit student or un
Signature of Student			Date	