

Regular Concurrent School/Parent Agreement Petition

https://msjc.edu/apply/high-school-students.html

SPRING 2025
MSJC Submission Deadline
11/14/24

- ALWAYS meet with your high school counselor FIRST.
- 2. Review all information and requirements on our High School Student Enrollment webpage.
- Submit this fully signed and completed form along with your most recent unofficial transcripts (required) and/or AP scores if applicable, to the MSJC HUB: https://msjc.edu/hub/ >>Enrollment Services>>e-Document Submissions>>Secure Document Upload
- 4. Allow 10 business days from the date this form is submitted to the MSJC HUB for review and processing.
- 5. Log into Self-Service to view the status of your request. Go to "Petitions & Waivers". **Approved** = cleared to register. **Deferred** = can swap course with an Approved course. **Denied** = ineligible to take the course.
- 6. Your registration date/time will be emailed to your personal email by 11/18/24. Current application for admission and orientation must be completed to receive a registration date/time.
- 7. ALL fees must be paid the same day you register to avoid being dropped. SAME DAY PAY EFFECTIVE SUMMER 2024.

Email us at k12studentinfo@msjc.edu with any questions you may have.	
STUDENT INFORMATION	
MSJC Student ID #: 0 Current high school grade level: 9th High School Name: Current high school students MUST provide affidavit issued by the State of CA.	10 th 11 th 12 th GPA: Unofficial transcript required.
	Unofficial transcript required. Birth: MM/DD/YY
Phone #: Personal Email:	
COLLEGE COURSE SELECTION	
	al course requests will be er the submission deadline.*
Highest level of Math completed with a C or better (required if requesting ANY Math course):	
STUDENT CONSENT:	
By signing below, I confirm, I have read, understand and agree to abide by ALL information covered on page 2 of this form, the MSJC High School Student webpage including ALL applicable board policies, administrative procedures and catalog requirements.	
By initialing, I give my consent for my academic records and registration status to be discussed with my parent/legal guardian named in this section below per FERPA regulations.	
Print name(s) of parent/legal guardian & email address:	
Student Signature (required): Date	9:
PARENT CONSENT:	
By signing below, I confirm I am the parent/legal guardian of the above-named student. I understand and agree to the information covered in the "Student Consent" area above. I give my consent for my student to attend MSJC, enroll in the recommended College courses and to comply with all applicable regulations including FERPA.	
Parent/Guardian Signature (required): Date	2:
HIGH SCHOOL AUTHORIZATION:	
Pursuant to Education Code § 48800, I have reviewed the academ ic record of the above-named student and certify that the student demonstrates adequate preparation in the discipline to be studied and has the ability to benefit from taking the recommended advanced scholastic or vocational work listed above.	
HS Counselor/Coordinator Signature (required): Date	ə:
Principal/Designee Signature (required): Date	e:

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COMMON QUESTIONS/PROBLEMS

- 1. **Step 1:** Always start by meeting with your high school counselor and thoroughly reviewing all information on the MSJC High School Student Enrollment webpage.
- Rules & Regulations: All High School students are responsible for complying with all applicable rules, regulations, policies and procedures as published in the MSJC catalog and posted at the MSJC High School Student Enrollment webpage.
- 3. Maximum Units: Fall/Spring: 3 courses, not to exceed 11 units; Summer: 2 courses, not to exceed 8 units.
- 4. **LAB/ACT Only Classes:** Students are not permitted to take PE/KINE courses noted as LAB or ACT (activity) only. See course descriptions in the MSJC Catalog.
- 5. FERPA and Student Records: The Family Education Rights and Privacy Act of 1974, commonly known as FERPA, is a federal law that protects the privacy of student education records. Students have specific, protected rights regarding the release of such records and FERPA requires that institutions adhere strictly to these guidelines. Under Section 49061 of the CA Education Code, parents of community college students do not have a right of access to their students' records, regardless of whether the student is under the age of 18. Per this regulation, students' college records will not be released to parents without a Consent for Release of Student Information completed and submitted by the student. https://www.msjc.edu/enroll/ferpa-regulations.html
- 6. Parents Contacting Instructors/Registration Involvement: Instructors work directly with *students only*. Instructors are not required to discuss student performance or other student-related issues with parents. Students must act on their own behalf. Parents, guardians, relatives, or friends of MSJC students are not permitted to enroll, drop, or add classes on behalf of the student. The same applies to requesting transcripts or grade verifications.
- 7. Please visit the MSJC High School Student Enrollment webpage for additional info on items below:
 - a. Tuition & Fees
 - b. In-Progress Prerequisites
 - c. Homeschool Students
 - d. 8th Grade and Below
- 8. Math/English GPA Requirements: https://catalog.msjc.edu/admissions/placement/#placementmetricab705text
- 9. Future Financial Aid Eligibility: All college coursework will apply towards a student's college <u>Academic Standards</u> and <u>Satisfactory Academic Progress</u> for financial aid (regardless of receiving financial aid or not). Late withdrawals or failure to successfully complete a class will impact a student's future eligibility for financial aid. These federal and state regulation requirements also apply to High School students (concurrently or dual enrolled) who take college coursework.
 - a. For more information on Academic Standing: https://www.msjc.edu/counseling/Academic-Warning-and-Notice-Counseling.html
 - b. For more information on Satisfactory Academic Progress: https://www.msjc.edu/financialaid/sap-policy.html

Submitting this School/Parent Agreement form does <u>not</u> register the student into courses.

Students must register themselves following the steps listed on the MSJC High School Student Enrollment webpage: https://msjc.edu/apply/high-school-students.html