

SITE OPERATIONS CIRCULAR NO. 2021

Office of Secondary Schools

SAN DIEGO UNIFIED SCHOOL DISTRICT

Date: May 15, 2018

To: High School Administrators, Counselors, and Registrars

Subject: STUDENT ENROLLMENT IN COLLEGE/
UNIVERSITY COURSEWORK

**Department and/or
Persons Concerned:** All High School Administrators, Counselors, and Registrars

Attachments: Guide to Successful Partnerships with College/University Partners

Reference: District Administrative Procedure 4322 (“Enrollment in
College/University Coursework”)

Education code §48800 (Permitting a limited number of high school
students to enroll in college coursework.)

SDUSD Agreement SV-14-0291-13

Action Requested: Review recommendations and requirements for successful
College/University partnership programs on high school
campuses.

Brief Explanation:

California statute permits districts to allow a limited number of eligible high school students who would benefit from college/university coursework as a concurrently enrolled student and take one or more courses. San Diego Unified School District has a Memorandum of Understanding with the San Diego Community College District, University of California San Diego Extension, and Point Loma Nazarene University that formalizes the relationship between the two organizations to collectively serve and benefit students. These Memorandums of Understanding allow students to enroll in college/university classes while they are concurrently enrolled in high school.

Primary Site Responsibilities:

- Select a single site representative, titled “College Liaison,” who maintains contact with the partner college and the Office of Secondary Schools’ site coordinator.
- Select students who will be successful in the program. Refer to AP 4322 for student selection criteria and procedures.
- Obtain parent/guardian consent for student enrollment in college coursework.
- Alert students and their parent/guardian regarding consequences of receiving low or failing grades in a college course.

- Monitor student progress and provide necessary support to assure student success.
- College/University enrollment may not be used to reduce teacher FTE.
- College/University coursework must be established and outlined in an official, Board- approved SDUSD partnership agreement.
- Prior to introducing any new college/university course(s) offerings at the high school site, courses must:
 - (1) Be approved by the Interdivisional Curriculum Committee (ICC), and
 - (2) Receive approval from the SDUSD Board of Education.
 - (3) Once the Board and college approves the college course(s) the site is eligible to offer the course.

A guide to developing a successful site-based college/university partnership program is attached. This guide contains a list of district codes for college/university courses. Sites must enroll students in one of the courses listed in the appendix or in a course listed in the Special Programs College/University Partnerships section of the *Supplement to the Course of Study, K-12* to reflect an accurate count of all district students who are enrolled in college coursework.

Francisca Del Carmen-Aguilar
Program Manager
Office of Secondary Schools

APPROVED:



Cheryl Hibbeln
Executive Director, Office of Secondary



GUIDE TO SUCCESSFUL PARTNERSHIPS WITH SAN DIEGO COLLEGES AND UNIVERSITIES

**Office of Secondary Schools
Updated Spring 2018**

1. Designate a College/University Enrollment Liaison

Establish a single site representative who is in contact with the college/university. This will enable your site to establish and build relationships with college/university contacts and help avoid any miscommunication.

College/University Liaison Responsibilities

- a) Follow the enrollment procedures for students (Attachment)
- b) Personally complete the online application and orientation process to ensure any guidance offered is both accurate and helpful.
- c) Assist student with selecting college/university coursework that has been approved by the Interdivisional Curriculum Committee and available to them.
 - o Ensure students have completed the pre-requisite coursework, *or* passed the applicable math and English assessments, *or* satisfied the assessments through alternative means prior to enrolling in courses at the 100-level or higher.
 - o Ensure that students understand the workload for courses, as not all classes are equally rigorous.
- d) Ensure student's college/university class times match the site's master schedule times. Note that in some instances the colleges/universities begin their semester one or two weeks before the SDUSD fall term begins.
- e) Inform students they need to be flexible in class selection. First choice classes might be unavailable due to over or under enrollment. Classes are subject to cancellation if enrollment is insufficient.
- f) Maintain records of student College Student Id (CSID - assigned to student upon college admission), email, phone, and course choices.
- g) Meet with at least 1 parent/ guardian to explain college/university dual enrollment process and obtain informed consent (See Appendix 1 & 2, and AP 4322 Attachment 1 - a required forms)
- h) If applicable, collect San Diego Community College District Supplemental Application and Certification of Special Part-Time High School Student (Yellow Form) from student and deliver to college by the indicated Summer/Fall/Spring deadline.
- i) Keep a calendar of all college add, drop and withdrawal dates.
- j) Conduct a weekly check-in with students to ensure he/she is meeting course expectations.
- k) Make sure student has support as needed through an advisory course, AVID, or another appropriate avenue for your school site. Support is especially important before the add, drop and withdrawal deadline.
- l) Ensure the student is able to pass the course before it is too late to drop it. Put interventions in place when needed.
- m) Guide the student through steps that should be completed before failing a course. If grades are low, remind student to go to office hours and attend tutoring sessions.
- n) Best practice is to maintain communication with students during the summer and SDUSD breaks.

2. Student Selection

- a) Students must be academically prepared as determined by staff evaluation of student.
 - o Use input from teachers, counselors, and principal to identify a cohort of students who are academically, mentally, and socially prepared for college course work.
 - o Site assessments may be given to students to verify academic preparation. For example, a writing sample may be helpful to determine if a student is ready for specific classes.

- b) Student level of maturity
 - o College is an adult learning environment
 - o Students must be responsible for their own safety and conduct.
- c) Students must have a minimum GPA of 2.5 in order to enroll in college/university coursework. Ideally students will have a minimum GPA of 3.0 and passing grades in the subject area for which the course is to be taken.
- d) Participation in CIF sports: The student's priority is to attend his/her college/university class. Sports conflicts are not considered a valid excuse for absence from class. In addition college courses do not count in the calculation of athletic grade eligibility.
- e) Residency
 - o A student must be a resident of California for at least 1 year
 - o If the student has been a resident for fewer than three years, the student's record will be flagged and reviewed.
 - o Exceptions to this policy apply to students from military families.
- f) Participating in college/university courses affects a student's eligibility to apply for college
 - o The student must maintain 2.0 GPA in college/university coursework.
 - o If a student receives a D, F, or W in a college/university course, he/she is academically disqualified from taking another class before graduation from high school. This grade will be permanently reflected on the student's college/university transcript.
 - o The student will enter college as a freshman. Students who have some college/university credit will begin college at a level similar to those who have passed Advanced Placement exams.
 - o SDUSD College partnership programs do not require a student to pay tuition; however, concurrent and dual enrollment affect a student's ability to receive financial aid in the future.
 - o Students who earn college/university credits become eligible to graduate from college at an earlier date than those who do not.

3. Parent/Guardian Meeting

- a) Informed consent must be collected from the student and his/her parent or legal guardian. All parties need to thoroughly understand the program requirements and expectations. When appropriate, translation services must be provided.
- b) Remind the parent and student that college is an adult learning environment.
- c) Parents/guardians are not able to access student records or discuss student performance with college/university instructors. However, students may share their record or performance with their parents/guardians.
- d) **If a student earns a D, F or W in the course, the grade will be permanently reflected on the student's college/university transcript. If this occurs, students may not enroll in any other college/university class prior to graduation from high school.**
- e) The college semester typically starts before San Diego Unified School District's first day of the new academic year. Students must attend class during this time.
- f) A required Student College/University Participation Criteria form must be completed and retained in the student's file (Appendix 1).
- g) A recommended Parent/Student Acknowledgement Form is attached (Appendix 2).

4. Student Enrollment at San Diego City, Mesa, and Miramar Community College

Once the students have been identified it is helpful to have them fill out the online application together with the college liaison's support. This may be done during the meeting with parent(s)/guardian(s). Detailed enrollment steps are listed below.

A. Distribute the New Student Checklist to Students (see sample, Appendix 3).

B. Complete an Online Application

The application is available online at: <https://applyonline.communitycollege.net/studentappview.cfm>

The application should be filled out according to the following instructions:

- 1) **Name**--Students must enter their legal name as it appears on their birth certificate.
- 2) **Email address**--Students must enter an email address for which that they know the password and are able to access. They may need guidance to create a new email account.
- 3) **Social Security Number**--This is asked for funding purposes. Inform students to bring their number with them if they have one. *Do not* allow students to enter their school ID number. A lot of paperwork is required to reverse this error. If the student does not have a social security number, there is an option to respond I don't have one. See Special Instructions for Nonresident Students, page 5.
- 4) **Family income**--Student may estimate or decline to state.
- 5) **Graduation year**--Students enter current high school student.
- 6) **Dependents**--Students enter 0 unless they have children.
- 7) **Services interested in**--This information is collected for survey reasons. Selected items will generate emails for the student about the services they select.

C. Attend an online orientation at the high school site. Have students complete this during a class period or meeting. It takes about one hour. This orientation is self-paced.

D. Complete Assessments

- 1) Students who enroll in a 100 level or higher English or math class may need to take an assessment at the college. They must take the online orientation certificate to the Assessment office. Assessments take approximately one hour each and are given on a walk-in basis.
- 2) Students enrolling in other courses may be required by the school site to pass an assessment in that subject area to determine preparedness.

E. San Diego Community College District Supplemental Application and Certification of Special Part-Time High School Student "Yellow Form" to Community College— ALL COMMUNITY COLLEGE PARTNERSHIP STUDENTS WILL COMPLETE A SDCCD YELLOW REGISTRATION FORM every semester during the school year. The site liaison should collect these from the students and deliver them to the Office of Secondary Schools designee. Completed fall enrollment forms are due in May of the previous school year and Spring forms are due in December.

F. Enroll in Course--Student registers for course agreed upon by the high school counselor.

5. Student Enrollment at University of California San Diego- Extension Program

- a) Once students have been identified and committed to the course the college liaison will produce a spreadsheet including each student's:
 - o Last Name
 - o First Name
 - o Birthdate
 - o Email
- b) The college liaison is responsible in sharing the spreadsheet with the Office of Secondary Schools and UCSD Extension partnership coordinator.

6. Alignment of College Coursework with Site Master Schedule

Students may use up to two periods a day for college courses. Students must be enrolled in at least four high school courses. Students must be scheduled into the appropriate course number, not assigned time home. See the attached list of approved ICC courses (Appendix 5 and Appendix 6).

Choose course meeting days and times that avoids minimum days, and other special events, in order to meet the seat time requirement. Submit your course meeting days and times to the college partnership representative. Provide a location at your site where students must report on the days they do not attend the college class.

- 1) **4X4 Schools (4 period):** Students are eligible to enroll in one college course in their schedule per Fall and/or Spring semester.
- 2) **Traditional Schedule (6 period) Schools:** Students are eligible to enroll in two college courses in their schedule.

7. Special Instructions for Non-Resident Students

In some situations it is important to know a student's legal status. It is equally important to protect students' privacy and confidentially. Information regarding a student's legal status should only be accessible to the College/University Enrollment Liaison on campus. Students should not be asked to state their legal status in a group setting. If a student discloses that he or she is a nonresident, the site College Liaison should schedule private time to complete the application and AB540 affidavit with them. The Affidavit is attached (Appendix 8).

Students who do not have social security numbers may enroll in college courses as long as they intend to attend high school in California for three or more full academic years and graduate from a high school in California. During the application process, these students may select I do not have a social security number in the section that requests the social security number.

California Assembly Bill 540 (AB540) exempts certain non-residents from paying non-resident tuition. TO qualify, students must meet the following criteria:

- a) Have attended a California high school for 3 or more full academic years;
- b) Have or will graduate from a California high school or have attained a GDE, or have received a passing mark on the California High School Proficiency Exam;
- c) Register or be currently enrolled at an accredited California institution of public higher education
- d) File an affidavit as required by individual institutions stating that the filer will apply for legal residency as soon as possible (see appendix 8);
- e) Must not hold a valid non-immigrant visa.

Qualifying students are able participate in college classes. Non-resident students who are seeking financial aid must fill out the Dream Act paperwork (instead of FASFA).

8. Requesting Academic Accommodations from San Diego Community Colleges

ELIGIBILITY

High School students with temporary or permanent disabilities enrolled in San Diego Community College District (SDCCD) courses offered at San Diego Unified School District (SDUSD) sites or at SDCCD campuses are eligible to request academic accommodations from the SDCCD Disability Support Programs & Services (DSPS).

PARENT/GUARDIAN COLLEGE COURSES MEETING

1. All students seeking to enroll in a community college course must attend a parent/guardian meeting prior to enrollment where information on how to access SDCCD DSPS services will be shared.
2. The site College Liaison will invite a SDCCD DSPS representative to their parent/guardian meeting to present the process for Requesting Academic Accommodations and to provide DSPS Information Packets. SDCCD DSPS staff are available to host workshops to support students with the DSPS process.

DSPS Contact Information:

City College

L-206

1313 Park Blvd.

San Diego, CA 92101 (619) 388-3513

www.sdccity.edu/DSPS CityDSPS@sdccd.edu

Mesa College

I4-405

7250 Mesa College Drive San Diego, CA 92111 (619) 388-2780

www.sdmesa.edu/dsps mesadsps@sdccd.edu

Miramar College

KI-204

10440 Black Mountain Road San Diego, CA 92126

(619) 388-7312

www.sdmiramar.edu/dsps miradsps@sdccd.edu

SDCCD DSPS APPLICATION PROCESS

1. Students will need to complete the DSPS Application for Services.
2. Students will need to submit a Verification of Disability. This can be accomplished by one of the following three ways:
 - a. Most recent School District documentation (IEP or 504 Plan), ***or***
 - i. SDUSD Education Specialist or 504 Coordinators can support student's request.
 - b. Documentation from your Medical Provider or Clinician, ***or***
 - c. Completed and signed DSPS Verification of Disability form.
3. Students can work with the site college liaison to help submit the DSPS Application for Services and Verification of Disability to the college campus.

4. Once the College DSPS office has received and reviewed all necessary documents, the college will contact the student to schedule an intake appointment with a College DSPS Counselor to discuss and authorize academic accommodations.
 - a. For students taking courses on the SDUSD campus, site College Liaisons can work with the DSPS contacts to have DSPS counselors host intake meetings on the high school campus.
 - b. Accommodations requested in SDCCD courses will be authorized by the SDCCD College DSPS Counselors during their intake appointment.
 - c. Students will be provided a form listing their authorized accommodations during their intake. Students will continue to work with a SDCCD DSPS Counselor.
5. Students will deliver the accommodations form to the College instructor to notify and request assistance with authorized accommodations.

HIGH SCHOOL FACILITY NEEDS

Sites will need to coordinate with SDCCD DSPS staff to provide space on the high school campus to support extended time accommodations that may be needed.

DISPUTE RESOLUTION PROCESS

Students and SDCCD instructional faculty are strongly recommended to contact the DSPS office should they have questions, concerns or disputes regarding accommodations authorized by DSPS.

9. Additional Resources

District Administrative Procedure 4322 provides details regarding enrollment of students in college/university coursework. A Student College/University Participation Criteria document (AP 4322 Attachment 1) must be completed for each student enrolling in college/university coursework. The form must be signed by the student, his/her parent or guardian, and the school counselor or site administrator.

AP 4322 Attachment 2 describes the conditions under which high school credit may be awarded for college/university coursework.

**San Diego Unified School District
Student College/University Participation Criteria**

High School: _____ College/University: _____

Student Name: _____ High School Student ID: _____

To be reviewed by school counselor and/or site principal/administrator with student and parent/guardian. Student and parent/guardian's initial indicates acknowledgement of each item.

1. _____ _____
 Student Parent/Guardian School counselor and/or site principal/administrator has reviewed the student's transcript with student and parent/guardian to ensure appropriate prerequisite coursework has been satisfactorily met so that the student is prepared to be successful in a college-level course.

2. _____ _____
 Student Parent/Guardian San Diego Unified requires students to have a minimum Grade Point Average (GPA) of 2.5 or higher; ideally a minimum of 3.0. (Note: The San Diego Community College District [SDCCD] and UCSD require that students maintain a 2.0 GPA in all college work).

3. _____ _____
 Student Parent/Guardian Student performance on the applicable English and/or Math college assessment test(s) may determine college course placement (e.g. AccuPlacer).

4. _____ _____
 Student Parent/Guardian Effect, if any, on participation in a college/university course as a high school student on the student's eligibility to apply for college.

5. _____ _____
 Student Parent/Guardian Effect, if any, on participation in a college/university course on the student's eligibility to apply for financial aid.

6. _____ _____
 Student Parent/Guardian A plan is in place for the student if he/she drops or withdraws from a college/university course that is being taken for high school graduation credit. Note: parents, guardians, or relatives of the student are not permitted to enroll, drop, add or withdrawal classes on behalf of the student.

7. _____ _____
 Student Parent/Guardian A plan is in place for the student if his/her grades result in academic probation at the college (i.e., take the district equivalent course).

8. _____ _____
 Student Parent/Guardian A plan is in place for the student if he/she earns a D or F in a college course being taken for high school credit. (Note: D or F grades are permanently reflected on the student's college/university transcript).

9. _____ _____
 Student Parent/Guardian Effect, if any, of enrollment in a college/university course on the student's CIF eligibility and/or NCAA eligibility. College courses do not count in the calculation of athletic grade eligibility.

- 10. _____ Student _____ Parent/Guardian If course is being taken for dual credit, effect on the student's GPA and on high school and college/university transcripts.

- 11. _____ Student _____ Parent/Guardian The minor student is mature enough to participate in college/university courses take primary responsibility for his/her own safety and conduct. Colleges/ universities are open campuses and are adult learning environments. Curriculum and college processes will not be changed to accommodate high school students. Students must act on their own behalf.

- 12. _____ Student _____ Parent/Guardian Confidentiality laws and California Education Code §49061 prohibits parents/guardians from accessing student records at community colleges without the written consent of the student. College/University instructors are not required to discuss student performance with parents/guardians. Parents/guardians are to contact the high school if there are questions or concerns regarding student performance.

- 13. _____ Student _____ Parent/Guardian Approved partnerships programs do not require a student to pay tuition; however, dual and concurrent enrollment may affect a student's ability to receive financial aid in the future

- 14. _____ Student _____ Parent/Guardian Students with an Individualized Education Plan (IEP) or 504 in SDUSD must work through the colleges Disability Support Program and Services (DSPS) to determine SDCCD eligibility for accommodations and services. The parent/student consent to record sharing for SDCCD to provide the accommodations. <http://dsps.sdccd.edu/studentrights.html>

- 15. _____ Student _____ Parent/Guardian Students must request and send their official college transcripts (SDCCD, UCSD or PLNU) transcripts directly to the college they are applying to.

- 16. _____ Student _____ Parent/Guardian Private universities may restrict some/all of the units earned through the colleges/universities if they were also used to satisfy high school graduation requirements. Each College or university will make the determination if they will accept college courses taken in SDUSD college programs to meet their requirements.

Student Signature

Date

Parent/Guardian

Date

New Student San Diego Community College Checklist

Use this checklist to guide you through the steps you need to complete as you prepare for your first day of class and help you track your progress.

Step 1: Admissions

- Complete the application for admission online at <http://studentweb.sdccd.edu/>

Step 2: Orientation

This online orientation, <http://mesa.studentpathway.com/mesa/>, presents an overview of the programs, services, and facilities available to you at the selected San Diego Community College. Please print the completion page when you are finished.

- Your First Steps—the five steps to success
- Academic Goals—start off with a plan in place
- Student Services—resources are available to support you on your journey
- Conduct and Safety—student standards of conduct

Step 3: Assessment

- After you finish the New Student Orientation, print out the completion page and bring it with you to the Assessment office in the Student Services Center for information on completing the English and math assessment tests (as applicable).

Step 4: Advisement

- Once you have completed the Assessment tests, complete the First Semester Planning Workshop online to plan the classes for your first term (San Diego Mesa College is found at: <http://goo.gl/mzbc>). Students taking class at Miramar or City will need to see their school counselor for next steps.

Additional Student Support Information

San Diego Community College district offers many additional student resources that can support your transition to college life. Check out these programs and services:

- Campus Programs- information about the diverse Programs, Majors, and Career Technical Education (CTE) opportunities at the San Diego Community College District
- College Success- get involved in campus life and learn how to be successful in college
- Financial Literacy- overview of the financial aid system and tips on managing your money

*Congratulations on completing the New Student Checklist!
You are now ready to register for classes.*

**COLLEGE PROGRAMS and ACTIVITY TIMELINE
FOR HIGH SCHOOL COLLEGE ENROLLMENT LIAISONS**

CCAP (College & Career Access Pathways) & ACP (Accelerated College Program)	Fast Track, EVHS EMC, SDHS ACE, MMHS	Concurrent Enrollment
<p><i>College courses taught by community college instructors on the high school campus. Students earn high school and college credit for these courses.</i></p> <p>Prior to new school year starting:</p> <p>Feb/March: Identify cohort of students. Nonresident students are eligible to participate under AB540.</p> <p>May: Meet with parents.</p> <p>May: Students complete college application.</p> <p>May: Add course to site's Master Schedule.</p> <p>June: Ensure that all students are enrolled in the proper course in the Master Schedule.</p> <p>Ongoing: Provide on-campus support.</p> <p>NOTE: <i>Student grades are given directly to the student. Parents are not to communicate with the instructor.</i></p>	<p><i>A select group of students take community college classes on the community college campus during the school day. Students enter the program in Fall of their junior year and take one class per semester in 11th and 12th grade.</i></p> <p><i>Prior to new school year starting</i></p> <p>April: Identify cohort of students. Nonresident students are eligible to participate under AB540.</p> <p>May: Meet with parents.</p> <p>May: Students complete college application.</p> <p>August: Students register for courses at community college a week before the semester starts.</p> <p>August: Add course to site's master Schedule and schedule students into appropriate course (See Master Schedule attachment).</p> <p>Ongoing: Provide on-campus support.</p>	<p><i>Students may pay or use financial aid to attend community college while enrolled in high school.</i></p> <p><i>In order for students to get financial aid they need to fill out the FAFSA and BOG.</i></p> <p><i>Students may take up to two classes each semester.</i></p> <p><i>Make sure the student's location is accurately reflected using appropriate course numbers in the Master Schedule.</i></p>
	<p align="center">NOTES</p> <ul style="list-style-type: none"> <i>Student grades are given to the student and school. Students agree to this process when they sign the "yellow form."</i> <i>Students participating in the Fast Track program are not eligible to take additional community college classes.</i> 	<p align="center">CTE Dual Credit Courses</p> <p><i>Many CTE courses are articulated to community college courses. Students who complete the high school course with an A or B, and pass an end of course exam are eligible for college credit for course completion (SDCCD: Credit by Examination). CTE teachers have been trained on the process to help students apply for credit.</i></p> <p><i>See the attached matrix of courses (Attachment 4). For additional help with the process, contact the SDUSD Office of College and Career and Technical Education at (858) 503-1758.</i></p>

**San Diego Unified School District
Enrollment in College/University Coursework
AP 4322 Section C.5 and C.8 Summary**

High School Credit for College/University Coursework: The Board of Education may approve offering high school graduation credit for college/university coursework taken by students on the college campus during the school day, on the high school campus during the school day, or independently at the college campus outside the regular school day¹.

Credit **MAY** be granted if:

- Site determines that it wishes to award dual credit for a course approved by ICC and BOE *before instruction begins*
- Site determines whether the college course grade will be calculated into student GPAs *before instruction begins*
- Students are enrolled at least 180 minutes per day in the district high school
- The institution offering the course is WASC accredited
- The course is UC/CSU transferrable
- Student and parent/guardian have signed the College/University Participation Criteria Form (AP 4322, Attachment 1) indicating their understanding of the implications of dual credit prior to enrollment

Dual credit is currently eligible in the following subject areas and may be awarded for a maximum of 10 credits. Does not suppress HS grades.

- History (UC _a')
- English Composition 101 or 105 (UC _b')
- Math 96 or above (UC _c')
- World Language (100 or above) (UC _e')
- Art (100 or above) (UC _f')
- Elective (UC _g')
- Political Science

Student Participation Criteria:

- School counselor or site principal/administrator review transcript to ensure student is prepared for college coursework
- Minimum HS GPA of 2.5 or higher
- Must maintain a 2.0 in college coursework
- Performance on applicable ELA/math placement test determines college coursework placement
- School counselor or site principal/administrator meets with student and parent/guardian to: review program requirements, complete college application form and review and collect signed Student College/University Participation Criteria (AP 4322, Attachment 1)

¹ Concurrently enrolled students may provide a college transcript showing successful course completion to be considered for district credit. Course(s) taken must meet the criteria shown in Section C.8.a.(3), (4), (5), (8), and Section C.8.b. Site principal/administrator has the discretion to award any district credit for college coursework earned independently outside the regular instructional day.

**San Diego Unified School District List
of Course Codes for College Courses**

All courses must have approval from ICC and the BOE before instruction begins to be offered at their high school site or taken via concurrent enrollment. All sites must also have an approved SDUSD agreement, before instructions begins. It is important to note that college weighted coursework became effective with college/university courses taken beginning in the fall 2016 with ICC and BOE approval.

HISTORY/SOCIAL SCIENCE					
Course Number	Course Title	SDUSD Credits	Weighted	Graduation Credit	
6786	CITY BLAS 140A	2	Y	US Hist/Geography 1, 2	
6775	CITY BLAS 140B	2	Y	US Hist/Geography 1, 2	
6784	CITY CHIC 110A	2	Y	US Hist/Geography 1, 2	
6776	CITY CHIC 141A	2	Y	US Hist/Geography 1, 2	
6777	CITY CHIC 141B	2	Y	US Hist/Geography 1, 2	
6787	CITY ECON 120	2	Y	Economics	
6778	CITY HIST 100	2	Y	World History 1, 2	
6780	CITY HIST 110	2	Y	US Hist/Geography 1, 2	
6781	CITY POLI 101	2	Y	Economics	
6782	CITY POLI 102	2	Y	Government	
6819	CITY HIST 109	2	Y	US Hist/Geography 1, 2	
6753	MESA BLAS 140A	2	Y	US Hist/Geography 1, 2	
6792	MESA BLAS 140B	2	Y	US Hist/Geography 1, 2	
6774	MESA CHIC 141A	2	Y	US Hist/Geography 1, 2	
6793	MESA CHIC 141B	2	Y	US Hist/Geography 1, 2	
6794	MESA ECON 120	2	Y	Economics	
6795	MESA ECON 121	2	Y	Economics	
6568	MESA HIST 100	2	Y	World History 1, 2	
6569	MESA HIST 109	2	Y	US Hist/Geography 1, 2	
6544	MESA HIST 110	2	Y	US Hist/Geography 1, 2	
6570	MESA HIST 154	2	Y	World History 1, 2	
6801	MESA POLI 101	2	Y	Economics	
6802	MESA POLI 102	2	Y	Government	
6727	MIRA POLI 101	2	Y	Economics	
6728	MIRA POLI 102	2	Y	Government	
6577	MIRA HIST 100	2	Y	World History 1,2	
6578	MIRA HIST 109	2	Y	US Hist/Geography 1, 2	

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ENGLISH					
Course Number	Course Title	SDUSD Credits	Weighted	Graduation Credit	
1727	CITY ENGL 101	2	Y	Senior Level English 1, 2	
1728	CITY ENGL 105	2	Y	Senior Level English 1, 2	
4759	CITY ENGL 205	2	Y	Senior Level English 1, 2	
4615	CITY ENGL 247	2	Y	Senior Level English 1, 2	
1707	MESA ENGL 101	2	Y	Senior Level English 1, 2	
1709	MESA ENGL 105	2	Y	Senior Level English 1, 2	
4780	MESA ENGL 202	2	Y	Senior Level English 1, 2	
4760	MESA ENGL 205	2	Y	Senior Level English 1, 2	
4729	MESA ENGL 209	2	Y	Senior Level English 1, 2	
1767	MIRA ENGL 101	2	Y	Senior Level English 1, 2	
4613	MIRA ENGL 105	2	Y	Senior Level English 1, 2	
4769	MIRA ENGL 205	2	Y	Senior Level English 1, 2	

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of Course Codes for College Courses**

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MATHEMATICS					
Course Number	Course Title	SDUSD Credits	Weighted	Graduation Credit	
4220	CITY MATH 96	2	N	IM III A-B if student passes both Math 96 and MATH 119	
4887	CITY MATH 104	2	Y	College Level Math 1,2	
4250	CITY MATH 116	2	Y	College Level Math 1,2	
4251	CITY MATH 119	2	Y	IM III A-B if student passes both Math 96 and MATH 119	
4252	CITY MATH 141	2	Y	College Level Math 1,2	
4253	CITY MATH 150	2	Y	College Level Math 1,2	
4254	CITY MATH 151	2	Y	College Level Math 1,2	
4256	CITY MATH 252	2	Y	College Level Math 1,2	
4276	MESA MATH 96	2	N	IM III A-B if student passes both Math 96 and MATH 119	
4290	MESA MATH 104	2	Y	College Level Math 1,2	
4240	MESA MATH 116	2	Y	College Level Math 1,2	
4241	MESA MATH 119	2	Y	IM III A-B if student passes both Math 96 and MATH 119	
4792	MESA MATH 121	2	Y	College Level Math 1,2	
4793	MESA MATH 122	2	Y	College Level Math 1,2	
4794	MESA MATH 141	2	Y	College Level Math 1,2	
4242	MESA MATH 150	2	Y	College Level Math 1,2	
4243	MESA MATH 151	2	Y	College Level Math 1,2	
4297	MESA MATH 245	2	Y	College Level Math 1,2	
4244	MESA MATH 252	2	Y	College Level Math 1,2	
4274	MESA MATH 254	2	Y	College Level Math 1,2	
4820	MESA MATH 255	2	Y	College Level Math 1,2	
4327	MIRA MATH 96	2	N	IM III A-B if student passes both Math 96 and MATH 119	
4777	MIRA MATH 104	2	Y	College Level Math 1,2	
4199	MIRA MATH 116	2	Y	College Level Math 1,2	
4214	MIRA MATH 119	2	Y	IM III A-B if student passes both Math 96 and MATH 119	
4395	MIRA MATH 141	2	Y	College Level Math 1,2	
4315	MIRA MATH 150	2	Y	College Level Math 1,2	

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MATHEMATICS					
Course Number	Course Title	SDUSD Credits	Weighted	Graduation Credit	
4316	MIRA MATH 151	2	Y	College Level Math 1,2	
4349	MIRA MATH 245	2	Y	College Level Math 1,2	
4352	MIRA MATH 252	2	Y	College Level Math 1,2	
4380	MIRA MATH 254	2	Y	College Level Math 1,2	
4154	UCSD EXT MATH 18	2	Y	College Level Math 1,2	
4113	UCSD EXT MATH 20B	2	Y	College Level Math 1,2	
4127	UCSD EXT MATH 20C	2	Y	College Level Math 1,2	
4139	UCSD EXT MATH 20D	2	Y	College Level Math 1,2	
4143	UCSD EXT MATH 20E	2	Y	College Level Math 1,2	

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SCIENCE				
Course Number	Course Title	SDUSD Credits	Weighted	Graduation Credit
6407	CITY BIOL 107	2	Y	Life Science 1, 2 (Biology 1, 2)- Must take in conjunction with lab
6230	CITY CHEM 100	2	Y	Chemistry 1, 2 - Must take in conjunction with CITY-CHEM 100L
6231	CITY CHEM 100L	1	N	See notes for CITY-CHEM 100
6232	CITY CHEM 152	2	Y	Chemistry 1, 2 -Must take in conjunction with CITY-CHEM 152L
6223	CITY CHEM 152L	1	N	See notes for CITY-CHEM 152
6495	CITY PHYN 100	2	Y	3rd year Science
6293	CITY PHYS 100	2	Y	Physics 1, 2
6280	MESA BIOL 107	2	Y	Life Science 1, 2 (Biology 1, 2)
6399	MESA BIOL 160	2	Y	3rd year Science
6225	MESA CHEM 152	2	Y	Chemistry 1, 2 -Must take in conjunction with MESA-CHEM 152L
6226	MESA CHEM 152L	1	N	See notes for MESA-CHEM 152
6525	MESA PHYN 100	2	Y	3rd year Science-Must take in conjunction with MESA PHYN 100
6535	MESA PHYN 101	1	N	See notes for MESA PHYN 100
6480	MIRA BIOL 107	2	Y	Life Science 1, 2 (Biology 1, 2)
6227	MIRA CHEM 152	2	Y	Chemistry 1, 2 -Must take in conjunction with MIRA-CHEM 152L
6228	MIRA CHEM 152L	1	N	See notes for MIRA-CHEM 152
4724	PLNU BIO 101	2	Y	Life Science 1, 2 (Biology 1, 2) Must take in conjunction with PLNU BIO 101L
2724	PLNU BIO 101L	1	N	See notes for PLNU BIO 101
6408	UCSD BILD 3	2	Y	3rd year of Science
4840	UCSD SIO 3	2	Y	3rd year of Science

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LANGUAGE OTHER THAN ENGLISH (LOTE)				
Course Number	Course Title	SDUSD Credits	Weighted	Graduation Credit
4796	CITY AMSL 115	2	Y	LOTE Year 2 - Must take in conjunction with CITY-ASML 115L
4798	CITY AMSL 116	2	Y	LOTE Year 3 - Must take in conjunction with CITY-AMSL 116L
4799	CITY AMSL 116L	1	N	See notes for CITY-AMSL 116
4797	CITY ASML 115L	1	N	See notes for CITY-AMSL 115
2469	CITY FREN 101	2	Y	LOTE Year 2
2119	CITY FREN 201	2	Y	LOTE Year 4
2418	CITY ITAL 101	2	Y	LOTE Year 2
2465	CITY SPAN 101	2	Y	LOTE Year 2
2421	CITY SPAN 201	2	Y	LOTE Year 4
2470	CITY FRENCH 102	2	Y	LOTE Year 3
2466	CITY SPAN 102	2	Y	LOTE Year 3
2468	CITY SPAN 202	2	Y	LOTE Year 5
4807	MESA AMSL 115	2	Y	LOTE Year 2 - Must take in conjunction with MESA-ASML 115L
4808	MESA AMSL 115L	1	N	See notes for MESA-AMSL 115
4809	MESA AMSL 116	2	Y	LOTE Year 3 - Must take in conjunction with MESA-ASML 116L
4810	MESA AMSL 116L	1	N	See notes for MESA-AMSL 116
4817	MESA JAPN 101	2	Y	LOTE Year 2
4818	MESA JAPN 102	2	Y	LOTE Year 3
0335	MESA RUSS 101	2	Y	LOTE Year 2
0336	MESA RUSS 102	2	Y	LOTE Year 3
4821	MESA SPAN 101	2	Y	LOTE Year 2
4822	MESA SPAN 102	2	Y	LOTE Year 3
4823	MESA SPAN 201	2	Y	LOTE Year 4
4824	MESA SPAN 215	2	Y	LOTE Year 3
0325	MIRA SPAN 101	2	Y	LOTE Year 2
0326	MIRA SPAN 102	2	Y	LOTE Year 3

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VISUAL & PERFORMING ARTS					
Course Number	Course Title	SDUSD Credits	Weighted	Graduation Credit	
0439	CITY ARTF 100	2	Y	VAPA 1, 2	
0460	CITY ARTF 110	2	Y	VAPA 1,2	
0465	CITY ARTF 111	2	Y	VAPA 1,2	
0405	CITY ARTF 155A	2	Y	VAPA 1, 2	
0406	CITY ARTF 195A	2	Y	VAPA 1, 2	
0400	CITY ARTG 100	2	Y	VAPA 1, 2	
1399	CITY DRAM 105	2	Y	VAPA 1, 2	
5105	CITY MUSI 100	2	Y	VAPA 1, 2	
5103	CITY MUSI 109	2	Y	VAPA 1, 2	
0420	CITY PHOT 100	2	Y	VAPA 1, 2	
0470	CITY PHOT 109	2	Y	VAPA 1, 2	
0450	CITY PHOT 143	2	Y	VAPA 1,2	
0184	ECHS ART F 150A	2	Y	VAPA 1, 2	
1456	ECHS DANCE 181	2	Y	VAPA 1, 2	
1495	ECHS DRAMA 132	2	Y	VAPA 1, 2	
5111	ECHS MUSIC 150A	2	Y	VAPA 1, 2	
0440	MESA ARCH 127	2	Y	VAPA 1, 2	
0417	MESA ARTF 100	2	Y	VAPA 1, 2	
0423	MESA ARTF 107	2	Y	VAPA 1, 2	
0433	MESA ARTF 110	2	Y	VAPA 1, 2	
0424	MESA ARTF 111	2	Y	VAPA 1, 2	
0434	MESA ARTF 150A	2	Y	VAPA 1, 2	
0435	MESA ARTF 151	2	Y	VAPA 1, 2	
0436	MESA ARTF 155A	2	Y	VAPA 1, 2	
1398	MESA DRAM 105	2	Y	VAPA 1, 2	
5130	MESA MUSI 100	2	Y	VAPA 1, 2	
5128	MESA MUSI 103	2	Y	VAPA 1, 2	
5132	MESA MUSI 111	2	Y	VAPA 1, 2	
5146	MESA MUSI 158A	2	Y	VAPA 1, 2	
5147	MESA MUSI 158B	2	Y	VAPA 1, 2	
0457	MIRA ARTF 100	2	Y	VAPA 1, 2	
5098	MIRA MUSI 100	2	Y	VAPA 1, 2	
5105	MIRA MUSI 103	2	Y	VAPA 1, 2	

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ELECTIVE					
Course Number	Course Title	SDUSD Credits	Weighted	Graduation Credit	
0516	CITY ADJU 101	2	Y	Elective	
6478	CITY ANTH 102	2	Y	Elective	
6783	CITY ANTH 103	2	Y	Elective	
6380	CITY ASTR 101	2	Y	Elective	
0599	CITY BUSE 100	2	Y	Elective	
1120	CITY CHIL 101	2	Y	Elective	
1861	CITY COMS 103	2	Y	Elective	
0639	CITY COMS 135	2	Y	Elective	
3509	CITY ELCT 111	2	Y	Elective	
3510	CITY ELCT 111L	1	N	Elective	
3563	CITY ELCT 121	2	Y	Elective	
3564	CITY ELCT 121L	1	N	Elective	
4590	CITY ENGL 36	1	N	Elective	
1908	CITY ENGL 47A	2	N	Elective	
4889	CITY ENGL 49	2	N	Elective	
6597	CITY GEND 101	2	Y	Elective	
6914	CITY GEOG 101	2	Y	Elective	
2552	CITY HEAL 101	2	Y	Elective	
4864	CITY HUMA 101	2	Y	Elective	
4307	CITY MATH 92	2	N	Elective	
8250	CITY PERG 120	2	Y	Elective	
8206	CITY PERG 130	2	Y	Elective	
6497	CITY PHIL 101	2	Y	Elective	
6790	CITY PHIL 102A	2	Y	Elective	
6496	CITY PHYN 101	1	N	Elective	
6788	CITY PSYC 101	2	Y	Elective	
6789	CITY SOCO 101	2	Y	Elective	
6740	CITY SOCO 145	2	Y	Elective	
0518	MESA ADJU 101	2	Y	Elective	
2545	MESA ALLH 49	1	N	Elective	
6403	MESA ANTH 102	2	Y	Elective	
6803	MESA ANTH 103	2	Y	Elective	
6859	MESA ANTH 107	2	Y	Elective	

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ELECTIVE				
Course Number	Course Title	SDUSD Credits	Weighted	Graduation Credit
6860	MESA ANTH 200	2	Y	Elective
6404	MESA ASTR 101	2	Y	Elective
6406	MESA BIOL 110	2	Y	Elective
6806	MESA BLAS 100	2	Y	Elective
6822	MESA BLAS 104	2	Y	Elective
6823	MESA BLAS 116	2	Y	Elective
0595	MESA BUSE 100	2	Y	Elective
0597	MESA BUSE 140	2	Y	Elective
6805	MESA CHIC 110A	2	Y	Elective
6809	MESA CHIC 110B	2	Y	Elective
6752	MESA CHIC 135	2	Y	Elective
1127	MESA CHIL 101	2	Y	Elective
6800	MESA CHIC 210	2	Y	Elective
0618	MESA COMS 101	2	Y	Elective
1860	MESA COMS 103	2	Y	Elective
0619	MESA COMS 135	2	Y	Elective
0620	MESA COMS 180	2	Y	Elective
1700	MESA ENGL 47A	2	N	Elective
1139	MESA FASH 120	2	Y	Elective
6796	MESA GEOG 101	2	Y	Elective
6797	MESA GEOG 102	2	Y	Elective
6846	MESA GEOG 104	2	Y	Elective
6405	MESA GEOL 100	2	Y	Elective
2551	MESA HEAL 101	2	Y	Elective
3320	MESA HEAL 131	2	Y	Elective
6573	MESA HIST 175	2	Y	Elective
6898	MESA HIST 131	2	Y	Elective
4787	MESA HUMA 101	2	Y	Elective
4819	MESA HUMA 102	2	Y	Elective
4788	MESA HUMA 104	2	Y	Elective
4789	MESA HUMA 106	2	Y	Elective
4795	MESA HUMA 201	2	Y	Elective

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ELECTIVE					
Course Number	Course Title	SDUSD Credits	Weighted	Graduation Credit	
0647	MESA JOUR 202	2	Y	Elective	
4748	MESA JOUR 220	2	Y	Elective	
0596	MESA MARK 100	2	Y	Elective	
4310	MESA MATH 92	2	N	Elective	
2556	MESA MEDA 110	2	Y	Elective	
2557	MESA MEDA 115	2	Y	Elective	
5148	MESA MUSI 268A	1	N	Elective	
5149	MESA MUSI 268B	1	N	Elective	
1130	MESA NUTR 150	2	Y	Elective	
1131	MESA NUTR 153	2	Y	Elective	
8204	MESA PERG 110	1	N	Elective	
8249	MESA PERG 120	2	Y	Elective	
8189	MESA PERG 130	2	Y	Elective	
8190	MESA PERG 140	2	Y	Elective	
6804	MESA PHIL 100	2	Y	Elective	
6807	MESA PHIL 102A	2	Y	Elective	
6808	MESA PHIL 102B	2	Y	Elective	
6897	MESA POLI 140	2	Y	Elective	
6810	MESA PSYC 101	2	Y	Elective	
6813	MESA PSYC 111	2	Y	Elective	
6814	MESA PSYC 121	2	Y	Elective	
6824	MESA PSYC 135	2	Y	Elective	
6818	MESA PSYC 137	2	Y	Elective	
6827	MESA PSYC 155	2	Y	Elective	
6828	MESA PSYC 201	2	Y	Elective	
6902	MESA PSYC 230	2	Y	Elective	
6829	MESA PSYC 240	2	Y	Elective	
6903	MESA PSYC 255	2	Y	Elective	
6904	MESA PSYC 260	2	Y	Elective	
6815	MESA SOCO 101	2	Y	Elective	
6799	MESA SOCO 110	2	Y	Elective	

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ELECTIVE					
Course Number	Course Title	SDUSD Credits	Weighted	Graduation Credit	
0517	MIRA ADJU 101	2	Y	Elective	
0527	MIRA ADJU 102	2	Y	Elective	
0533	MIRA ADJU 106	2	Y	Elective	
6379	MIRA ASTR 101	2	Y	Elective	
0613	MIRA BANK 103	2	Y	Elective	
0605	MIRA BUSE 100	2	Y	Elective	
0610	MIRA BUSE 120	2	Y	Elective	
0608	MIRA BUSE 155	2	Y	Elective	
0609	MIRA BUSE 157	2	Y	Elective	
1187	MIRA CHIL 101	2	Y	Elective	
1191	MIRA CHIL 141	2	Y	Elective	
0615	MIRA COMS 103	2	Y	Elective	
0629	MIRA COMS 135	2	Y	Elective	
5724	MIRA EXSC 241B	2	Y	Elective	
0675	MIRA FIPT 101	2	Y	Elective	
0677	MIRA FIPT 102	2	Y	Elective	
0676	MIRA FIPT 105	2	Y	Elective	
6909	MIRA GEOG 101	2	Y	Elective	
2553	MIRA HEAL 101	2	Y	Elective	
0606	MIRA MARK 100	2	Y	Elective	
1128	MIRA NUTR 150	2	Y	Elective	
8251	MIRA PERG 120	2	Y	Elective	
6812	MIRA PSYC 101	2	Y	Elective	
6583	MIRA SOCO 101	2	Y	Elective	
4719	PLNU WRIT 99	1	N	Elective	
6409	UCSD NUTRITION	2	Y	Elective	
6586	UCSD PHIL 10	2	Y	Elective	
6585	UCSD PSYC 1	2	Y	Elective	

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PHYSICAL EDUCATION (PE)					
Course Number	Course Title		SDUSD Credits	Weighted	Graduation Credit
5581	ECHS	PE 1	1	N	Physical Education EVHS ONLY
5582	ECHS	PE 2	1	N	Physical Education EVHS ONLY
5583	ECHS	PE 3	1	N	Physical Education EVHS ONLY
5584	ECHS	PE 4	1	N	Physical Education EVHS ONLY

**San Diego Unified School District
CTE Courses that May Award College Credit**

Course #	Course Title	Eligibility for College Credit	College Credits *
8191, 8192; 8193, 8194; 8197, 8198	Automotive Technology 1-6	Grade of A or B and end-of-course exam	Up to 3
8540, 8541	Auto Body Repair/Refinishing 1,2	Grade of A or B and end-of-course exam	Up to 3
8704, 8705	Biotechnology 1,2	Grade of A or B and end-of-course exam	Up to 4
0723, 0724	Computer Applications in Business 1,2	Grade of A or B and end-of-course exam	Up to 3
8511, 8512	Computerized Graphic Design 1,2	Grade of A or B and end-of-course exam	Up to 4
8481, 8482	Concepts in Hospitality and Tourism 1,2	Grade of A or B and end-of-course exam	Up to 3
8760, 8761	Culinary arts and Management, 1,2	Grade of A or B and end-of-course exam	Up to 9
8796, 8797	Developmental Psychology of Children 1-4	Grade of A or B and end-of-course exam	Up to 6
0671, 0672	Fire Protection Technology 1, 2	Grade of A or B and end-of-course exam	Up to 3
1165, 1166	Food Preparation and Nutrition 1,2	Grade of A or B and end-of-course exam	Up to 7
3705, 3706	Foundations in Information Technology 1, 2	Grade of A or B and end-of-course exam	Up to 1
3709, 3710	Foundations of Transportation Tech 1,2	Grade of A or B and end-of-course exam	Up to 3
8291, 8292	GIS and Global Technology 1,2	Grade of A or B and end-of-course exam	Up to 3
3542, 3544	Introduction to Engineering Design 1,2	Grade of A or B and end-of-course exam	Up to 3
8784, 8785	Introduction to Teaching and Learning 1-4	Grade of A or B and end-of-course exam	Up to 7
8812, 8813	Machine Tool Technology 1,2	Grade of A or B and end-of-course exam	Up to 4
8839, 8840	Multimedia Production 1,2	Grade of A or B and end-of-course exam	Up to 9
1167, 1168	Nutrition 1,2	Grade of A or B and completion of Food Preparation and Nutrition 1, 2 with grade of A or B and end-of-course	Up to 7
8105, 8106	Photographic Imaging 1,2	Grade of A or B and end-of-course exam	Up to 3
8847, 8848	Principles of Engineering 1,2	Grade of A or B and end-of-course exam	Up to 1

* College credit may be awarded upon enrollment in a California Community College to continue studies in the same Tech Prep field. Courses are articulated with the Community College on an annual basis and are subject to change. For additional details and up-to-date articulation information please contact the SDUSD Office of College, Career and Technical Education.

California Nonresident Tuition Exemption

*For Eligible California High School Graduates
(The law passed by the Legislature in 2001 as "AB 540")*

GENERAL INFORMATION

Any student, other than a nonimmigrant alien, who meets all of the following requirements, shall be exempt from paying nonresident tuition at the California Community Colleges, the University of California, and the California State University (all public colleges and universities in California).

- Requirements:
 - The student must have attended a high school (public or private) in California for three or more years.
 - The student must have graduated from a California high school or attained the equivalent prior to the start of the term (for example, passing the GED or California High School Proficiency exam).
 - An alien student who is without lawful immigration status must file an affidavit with the college or university stating that he or she has filed an application to legalize his or her immigration status, or will file an application as soon as he or she is eligible to do so.
- Students who are nonimmigrants [for example, those who hold F (student) visas, B (visitor) visas, etc.] are not eligible for this exemption.
- The student must file an exemption request including a signed affidavit with the college that indicates the student has met all applicable conditions described above. Student information obtained in this process is strictly confidential unless disclosure is required under law.
- Students eligible for this exemption who are transferring to another California public college or university must submit a new request (and documentation if required) to each college under consideration.
- Nonresident students meeting the criteria will be exempted from the payment of nonresident tuition, but they will not be classified as California residents. They continue to be -nonresidentsll.
- AB540 does not provide student financial aid eligibility for undocumented alien students. These students remain ineligible for state and federal financial aid.

PROCEDURES FOR REQUESTING THIS EXEMPTION FROM NONRESIDENT TUITION

California Community Colleges: Complete the form on the reverse. Submit it to the Admissions Office at the community college where you are enrolled or intend to enroll. You may be required to submit additional documentation. Call the college Admissions Office if you have questions.

University of California: The University of California (UC) system has its own nonresident tuition exemption application and affidavit form, but it will accept the exemption request form used by the California Community Colleges and the California State University. Your campus has established deadlines for submission of exemption requests; however, requests are not to be submitted until you have been admitted to a UC campus. Some students, such as transfer, graduate, and professional students, also must submit their official high school transcripts; check your campus for specific instructions. Once you are determined to be eligible for the exemption, you will continue to receive it as long as you fulfill the eligibility requirements or until the University no longer offers this exemption. The exemption covers the Nonresident Tuition Fee and the Educational Fee differential charged to nonresident students. Applying for the exemption does not alter your responsibility to pay by the campus deadline any nonresident tuition and associated fees that may be due before your eligibility is determined. For general information, visit the following website: www.ucop.edu/sas/sfs/ppolicies/ab540faq.htm. For campus-specific instructions regarding documentation and deadline dates, contact the campus Office of the Registrar.

California State University: Complete the form on the reverse. Contact the Office of Admission and Records at the CSU campus where you are enrolled or intend to enroll for instructions on submission, deadline information, and additional requirements. You will be required to submit final high school transcripts and appropriate records of high school graduation or the equivalent, if you have not done so already. Call the Office of Admissions and Records at the campus if you have questions.

California Nonresident Tuition Exemption Request

For Eligible California High School Graduates

Note: This form is accepted by all California Community Colleges and all Universities in the both the University of California and California State University systems.

Complete and sign this form to request an exemption from Nonresident Tuition. You must submit any documentation required by the College or University (for example, proof of high school attendance in California). Contact the California Community College, University of California, or California State University campus where you intend to enroll (or are enrolled) for instructions on documentation, additional procedures and applicable deadlines.

ELIGIBILITY:

I, the undersigned, am applying for a California Nonresident Tuition Exemption for eligible California high school graduates at (specify the college or university) _____ and I declare the following:

Check YES or NO boxes:

Yes No I have graduated from a California high school or have attained the equivalent thereof, such as a High School Equivalency Certificate, issued by the California State GED Office or a Certificate of Proficiency, resulting from the California High School Proficiency Examination.

Yes No I have attended high school in California for three or more years.

Provide information on all school(s) you attended in grades 9 - 12:

School	City	State	Dates:	
			From – Month/Year	To – Month/Year

Documentation of high school attendance and graduation (or its equivalent) is required by the University of California, the California State University and some California Community Colleges. Follow campus instructions.

Check the box that applies to you -- check only one box:

I am a nonimmigrant alien as defined by federal law.[Nonimmigrant aliens have been admitted to the United States temporarily and include, but are not limited to, foreign students (persons holding F visas) and exchange visitors (persons holding J visas)].

OR

I am NOT a nonimmigrant alien. [U.S. citizens, permanent residents, or aliens without lawful immigration status, among others, should check this box.]

AFFIDAVIT:

I, the undersigned, declare under penalty of perjury under the laws of the State of California that the information I have provided on this form is true and accurate. I understand that this information will be used to determine my eligibility for the nonresident tuition exemption for eligible California high school graduates. I hereby declare that, if I am an alien without lawful immigration status, I have filed an application to legalize my immigration status or will file an application as soon as I am eligible to do so. I further understand that if any of the above information is untrue, I will be liable for payment of all nonresident charges from which I was exempted and may be subject to disciplinary action by the College or University.

Print Full Name (as it appears on your campus student records)	Campus/Student Identification Number
Print Full Mailing Address (Number, Street, City, State, Zip Code)	Email Address (Optional) Phone Number (Optional)
Signature	Date