

# APPLICATION FOR ADMISSION

All new, returning, high school, and transfer students must complete a formal application for admission prior to registering. Students are encouraged to submit their application for admission electronically Here.

The following programs have additional admission criteria and forms, which students must complete before being admitted to these programs:

- International Students
- Nursing
- Translation and Interpretation program

See the respective programs for forms and other information. Admission to these programs is not guaranteed; however students pending notification of acceptance may enroll in regular EVC courses.

## Application for Noncredit Courses

Noncredit Courses are free of tuition (fees may apply), non-graded college classes that prepare students to achieve academic and career goals.

Noncredit classes assist students seeking to improve math or English proficiency, increase literacy, job skills and employability, and prepare for the higher education experience, opportunities and coursework.

To apply for a Noncredit Course/s, visit the Noncredit website.

### Eligibility:

- California residents and undocumented residents living in California.
- Students who do not have a social security number or proof of residency are also encouraged to apply. Documents are not required.
- Students who hold F1 visas will need to connect with the International Students Program to learn the process/eligibility for enrolling into a noncredit course or program.

Returning students, who have missed 1 or more semesters of classes at EVC, **MUST reapply** to the college in order to register for classes.

Still have questions? Please see our Noncredit website or contact our Noncredit team [noncredit@evc.edu](mailto:noncredit@evc.edu)

## Notice To All Applicants

State legislation has suspended the use of the Social Security Number as a student identifier. A unique college ID number is automatically assigned to EVC student records at the time an admissions application is submitted. Students will be required to use this ID number for all services with the college. This number is also printed on the Student ID card which is used to access the library and other student services.

## Special Part-Time Admission (Concurrent Enrollment of High School Students)

Concurrent Enrollment, Special Admission Part-time Students—High School Student (HS): This program is a partnership between Evergreen Valley College and local area high schools. Under this program students may attend Evergreen Valley College as a special part-time student. Students may take courses to supplement their high school education program. Basic skills courses are NOT available to concurrently enrolled students. Concurrent Enrollment is designed for students who can benefit from advanced academic and vocational courses. The high school principal, or designee, decides which student qualifies to participate by completing the Special Admit Form. This form identifies the specific

college courses that may be taken. Students may enroll in up to 11 units although it is highly recommended that students take no more than 6 units in a semester.

1. Students must complete a Concurrent Enrollment Packet that includes an application and an Special Admit Form— High School.
  - Be signed by your high school principal or another designated official.
  - Be signed by the parent/legal guardian.
  - Indicate the specific courses that they have been approved to register.
2. Students must clear any prerequisites by completing the prerequisite verification process. To verify a prerequisite or corequisite requirement was met at another college. Please see a counselor or go directly to the Division office of the course. Students must provide HS transcript and clear prerequisites with an EVC Counselor if enrolling in Math, English, Science or COMSC courses.  
**SUBMIT form below to [mycounselor@evc.edu](mailto:mycounselor@evc.edu)**  
**Prerequisite Verification**  
 To verify a prerequisite or corequisite requirement was met at another college. Please see a counselor or go directly to the Division office of the course..
3. Register for coursework via Self-Service  
 For online registration information visit <https://www.evc.edu/programs-academics/academic-resources/dual-enrollment/apply-dual-enrollment>.  
 Note: High school students must submit an admissions application and a new Special Admit Form each term they enroll. Students are encouraged to submit their admission application and Special Admit Form one month prior to their scheduled registration date. For online registration information visit <https://www.evc.edu/programs-academics/academic-resources/dual-enrollment/apply-dual-enrollment>.
4. Concurrently enrolled students may not enroll in more than 11 units (Students are strongly recommended to NOT enroll for more than 6 units in a semester. High school students approved to take more than 11 units will be responsible for paying full fees as a regular student.

### Other Important Facts for Concurrent Enrollment Students:

1. Students are considered adults with regard to their records; all records are confidential unless released by the student and are protected by regulations of the Federal Educational Rights and Privacy Act (FERPA).
2. They must identify EVC as a college attended on all future college applications, and include a transcript of EVC work where required.
3. They are held to the same standards as regular students in terms of class conduct and course requirements.
4. They will need to request transcripts for their high schools if EVC units will be used to fulfill high school graduation requirements. Any courses taken at EVC will appear on your permanent academic record.
5. They may not enroll in Physical Education, Kinesiology, or basic skills (300 Level) courses. Courses are only eligible for enrichment, vocational purposes or as substitutes for courses not readily available through their high schools.
6. They may not register for courses not listed on an approved Special Admit Form.

7. Courses completed at their high schools do not guarantee adequate preparation for college level courses; assessment and/or SAT/AP scores may be used to determine placement levels.

### **Admission of Part-Time Middle School or Homeschooled Students Under the Age of 18**

- A parent of a student under 18 who is not attending high school, is homeschooled, or has a student who has not completed the 8th grade, may petition the Division Dean of Dual Enrollment for special admission of his/her child as a part-time student.
- In addition to following the same procedures as concurrent enrollment students, students must complete the additional Special Admit Form–Middle School and will need to be interviewed by the Dean of Enrollment Services or designee.
- Middle school students in 6th, 7th and 8th grade may take up to 3 units per semester, if approved..

**Students may only register for up to 11 units (Spring and Fall Semesters)**