



West Valley
College

Concurrent Enrollment Application for High School Students

Check our
current class
offerings online at
westvalley.edu

Students must be juniors or seniors and may enroll in up to 8 units per term.

High School Students that are California residents
are not charged enrollment fees.

Non-residents of California will be required to pay tuition.

Bring all required paperwork (See checklist on page 2.) to West Valley Admissions Office to register.

WINTER 2017 Registration:

SENIORS: Beginning Tuesday, DECEMBER 13 between 3 pm– 5 pm or any day after during open hours.

JUNIORS: Beginning Wednesday, DECEMBER 14 between 3 pm– 5 pm or any day after during open hours.

SPRING 2017 Registration:

SENIORS: Beginning Wednesday, JANUARY 18 between 3 pm– 5 pm or any day after during open hours.

JUNIORS: Beginning Thursday, JANUARY 19 between 3 pm– 5 pm or any day after during open hours.

***Want to make signing up a breeze?
Read and follow all
the instructions below.***

- Complete an online application.
(Go to westvalley.edu, click APPLY NOW.) 2-4 hours after completing an online application:
Check your e-mail for your West Valley ID number. * Add it to your paperwork. High School Students need to file a **NEW** online application **each** term or semester.
 - All returning students must reapply each semester and submit new CE form along with transcript.**
 - Complete the Concurrent Enrollment and Parental Consent for Treatment of Minor Forms.
 - Assessment tests: (By appointment only.) All English, Math, Chemistry, Physics and Communication classes require assessments. Go to westvalley.edu/assess to schedule an appointment. **Your WVC ID number is required.** On the day of your appointment, arrive 15 minutes early to park and locate room. Bring parking money (\$3.00), a photo ID, your West Valley ID number and a couple of pencils. **(You will NOT be allowed to take assessment tests without a West Valley ID number.)**
 - Review class offerings. Go to westvalley.edu and click *Schedule of Classes*. **Classes numbered 900 and above (basic skills) and PE classes are NOT available for high school students.**
 - Meet, get approval and signature from your high school counselor. **Attach unofficial high school transcript.**
 - Prerequisites: Check the Schedule of Classes to see if your class requires a prerequisite. If your class requires a prerequisite, bring a copy of your unofficial high school transcript and/or AP scores and/or a college transcript to the front desk of the West Valley Counseling Office (located in the North Walk Portables) **prior** to the registration date. Write your West Valley ID number and the course you want to take on your transcripts/copy of AP scores. Questions: Call the Assessment Office at 408.741.2035.
 - Check to see if a class(es) has space: Go to westvalley.edu/wvcportal/searchsections.html— no log in required.**
 - High school students that are California residents do NOT pay any enrollment fees but are responsible for any class fees (ex: lab fees), testing fees (ex: Counseling classes), textbooks and supplies. (ex: art supplies, Scantron forms, etc.)
 - West Valley is not allowed to accept Concurrent Enrollment Forms (R40) from other colleges.
 - A photo ID (ex: high school, CA License) is required to conduct any business.**
 - Incomplete concurrent enrollment packets will not be accepted.
- * If you don't receive an email with your WVC ID, check your SPAM folder. Problems? Call the

Admissions Office at 408.867.2200



West Valley College

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Concurrent Enrollment Program Application
College Classes for High School Students in Grades 11 & 12

Office use only
Received by:
Date:

OFFICE USE ONLY
First name
Last Name

To be completed by student.
1. West Valley Student ID number
2. Photo ID ex: high school, license
3. Unofficial High School Transcript
4a. Completed Assessment tests?
4b. Cleared Prerequisites - see page 1
5. Student signature
6. Parent/Guardian signature
7. Youth Emergency Form
8. Counselor/Designee signature
9. Selected Courses
I have reviewed and understand the Concurrent Enrollment information at westvalley.edu/admissions/concurrent.html I understand only 8 units per term is allowed. Student Signature:

SEMESTER: Winter Spring Summer Fall YEAR:
West
Example: West Valley Student ID 1800081
Not a valid WVC ID: AF861972
Last Name
First Name M.
Date of Birth (MM/DD/YR) AGE
Area Code + Phone (Best number you can be reached) Graduating class of:
Name of High School

Please PRINT legibly. Keep copies for your records.

Must be authorized by a Principal or Counselor.

CHOICE #1 # of units
Course
Section #
High School Credit: YES NO Please Circle one

CHOICE #2 # of units
Course
Section #
High School Credit: YES NO Please Circle one

CHOICE #3 # of units
Course
Section #
High School Credit: YES NO Please Circle one

CHOICE #4 # of units
Course
Section #
High School Credit: YES NO Please Circle one

CHOICE #5 # of units
Course
Section #
High School Credit: YES NO Please Circle one

CHOICE #6 # of units
Course
Section #
High School Credit: YES NO Please Circle one

I, _____ allow _____ to conduct business on my behalf. Date: _____
Student Signature Relationship to you: Parent/guardian Other

Parent/Guardian Consent (even if student is 18 years of age)
I hereby give consent to my son/daughter to attend West Valley College. I understand the classes will be taught at the college level; the curriculum will not be modified nor will other accommodations be made. I also understand that I will not be able to access grades or other confidential information without his/her consent. I understand that 8 units is the maximum number of units allowed.
I have reviewed the Concurrent Enrollment information at westvalley.edu/admissions/concurrent.html I understand that my student has granted me permission to conduct business on his/her behalf by signing the student section above. I understand a CE form and transcript are required each term. Parent/Guardian Signature:

I recommend that the above student enroll at West Valley College in no more than eight units listed above. Classes numbered 900 and above (basic skills) and PE classes are NOT available for concurrently enrolled students. I understand that 8 units is the maximum number of units allowed per term. *I certify that this student's recommendation for West Valley College enrollment does not exceed 5% statutory limit for summer session.

Principal/Counselor's Name: _____ Title: _____
Signature: _____ Phone: _____ Date: _____