

CHAPTER VIII

ARTICLE I

ADMISSIONS, GUIDANCE, AND RECORDS

ADMISSIONS

8100. ADMISSION TO A COMMUNITY COLLEGE. The Board of Trustees shall admit any person possessing a high school diploma or its equivalent to any college in the Los Angeles Community College District. The President of any Los Angeles college or his/her representative may provide that any person who is 18 years of age or older or any apprentice\* shall be admitted to the college if in the judgment of the President or his/her representative the person is capable of profiting from the instruction offered.

All persons admitted who are 18 years and older without a high school diploma or its equivalent are admitted as provisional students.

All such provisional students will be admitted with a probationary status and are subject to dismissal under the terms of Board Rule 8202 (Standards for Dismissal).

\*Section 3077 of Chapter 4 of Division 3 of the Labor Code of the State of California:

The term "apprentice" as used in this chapter means a person at least 16 years of age who has entered into a written agreement with an employer or his/her agent, an association of employers, or an organization of employees, or a joint committee representing both. The term of apprenticeship for each apprenticeable occupation shall be approved by the administrator (Director of the State Department of Industrial Relations), and in no case shall provide for less than 2,000 hours of reasonable continuous employment for training through employment and through education in related and supplemental subjects.

In accordance with 8 C.F.R § 214.2(b) (7), students

Adopted 02-03-70  
Amended 10-22-97  
Amended 11-20-02  
Amended 01-24-07  
Amended 05-26-10

who are admitted as, or changes status to, a B-1 or B-2 nonimmigrant on or after April 12, 2002, or who files a request to extend the period of authorized stay in B-1 or B-2 nonimmigrant status on or after such date, violates the conditions of his or her B-1 or B-2 status if the student enrolls in a course of study. Such a student may not enroll in a course of study in the Los Angeles Community College District until the United States Citizenship and Immigration Services (USCIS) has admitted the alien as an F-1 or M-1 nonimmigrant or has approved the student's application for a change of status and changed the student's status to that of an F-1 or M-1 nonimmigrant.

The Chancellor shall develop policies that may restrict the admission or enrollment of a special part-time or special full-time student during any session based on any of the following criteria: (1) Age; (2) Completion of a specified grade level; (3) Demonstrated eligibility for instruction using assessment methods and procedures established pursuant to Chapter 2 (commencing with Section 78210) of Part 48 of the California Education Code and Title 5 of the California Code of Regulations.

Authority: Education Code 76000, 76002 Labor Code 3077

Adopted 02-03-70  
Amended 10-22-97  
Amended 11-20-02  
Amended 01-24-07  
Amended 05-26-10

8100.01 Admission of Elementary and Secondary Students Grades K-12 As Special Part-time Students. A President (or designee) of a Los Angeles Community College may, in accordance with policies adopted by the Chancellor, admit elementary and secondary school students of grades K-12 for the purpose of enriching their educational programs. The President must (1) receive a written recommendation from the school principal; (2) receive parental consent; (3)

Adopted 03-26-80  
Amended 05-07-86  
Amended 11-04-87  
Amended 10-22-97  
Amended 04-03-02  
Amended 03-24-04  
Amended 01-24-07

determine that the student is capable of profiting from the instruction offered; and (4) determine that space exists in the classes in which the student seeks to enroll. Such students may not receive priority registration privileges. A parent or guardian of a pupil who is not enrolled in a public school may directly petition the President (or designee) to authorize attendance as a special part-time student on the grounds that the pupil would benefit from advanced scholastic or vocational work available at the college. Students admitted under this Board Rule continue in their attendance at their school of origin for the minimum school day. Students will receive regular college credit for any course successfully completed at the level determined appropriate by the school district and the community college governing boards.

A special part-time student may enroll in up to, and including 11 units per semester.

EC 76001, 48000, 48800.5(d)

Adopted 03-26-80  
Amended 05-07-86  
Amended 11-04-87  
Amended 10-22-97  
Amended 04-03-02  
Amended 03-24-04  
Amended 01-24-07

8100.02 Admission to Summer Session - Students Grades K-12. A president (or designee) of a Los Angeles Community College, in accordance with policies adopted by the Chancellor, may admit to summer session as a special student any student with parental consent, who has received a written recommendation from the principal of the school which the student

Adopted 05-07-86  
Amended 10-22-97  
Amended 04-03-02  
Amended 01-24-07

attends indicating that the student (1) has demonstrated adequate preparation in the disciplines to be studied and (2) has availed himself or herself of all opportunities to enroll in an equivalent course at his or her school of attendance.

EC 76001(h)

Adopted 05-07-86  
Amended 10-22-97  
Amended 04-03-02  
Amended 01-24-07

8100.03 Fee Exemption for Special Part-Time Students Grades K-12. Students admitted to the Los Angeles Community Colleges pursuant to Education Code section 76001 and Section 8100.01 of these Board Rules as special part-time students who are concurrently enrolled in a public school district are exempt from enrollment fees charged for all terms (including summer) pursuant to Education Code section 76300.

EC 48800, 48800.5, 48802, 76000, 76001, 76002, 76140, 76300

Adopted 05-07-86  
Amended 02-12-97  
Amended 12-15-99  
Amended 05-09-01  
Amended 02-06-02  
Amended 04-03-02  
Amended 10-17-07  
Amended 06-11-08  
Amended 08-20-08  
Amended 12-17-08

8100.04 Admission of Elementary and Secondary Students Grades K-12 as Special Full-Time Students. A President (or designee) of a Los Angeles Community College may, in accordance with policies adopted by the Chancellor, admit elementary and secondary school students of grades K-12, provided that, in the opinion of the College President, the student would benefit from the course or class.

Verification of approval of the governing board of the school district of attendance must be submitted for admission as a special full-time student.

A parent or guardian of a pupil who is not enrolled in a public school may directly petition the President (or designee) to authorize attendance as a special full-time student on the grounds that the pupil would benefit from advanced scholastic or vocational work available at the college.

Any student who attends as a special full-time student is exempt from compulsory school attendance under Chapter 2 or Part 26 of the California Education Code.

Students admitted as special full-time students are required to undertake courses for instruction of a scope and duration sufficient to satisfy the requirements of law.

EC 76001, 48800.5

Adopted	05-07-86
Amended	10-22-97
Amended	04-03-02
Amended	01-24-07

8100.05 Residency Classification for Children of Undocumented Immigrants.

Minor Children of undocumented immigrants will be classified as California residents for tuition purposes in the Los Angeles Community College District if the following conditions are satisfied: 1) the minor student is a U.S. citizen; and 2) the minor student has satisfied the presence and intent requirements set forth in the California Education Code and Title 5 of the California Code of Regulations.

Amended 05-09-01  
Amended 02-06-02  
Amended 04-03-02

8100.06 Definition of Highly Gifted and Talented Students.

For purposes of Board Rules 8100.07 and 8100.08, a highly gifted and talented pupil is defined as a gifted and talented pupil who has achieved a measured intelligence quotient of 150 or more points on an assessment of intelligence administered by qualified personnel or has demonstrated extraordinary aptitude and achievement in language arts, mathematics, science, or other academic subjects, as evaluated and confirmed by both the pupil's teacher and principal.

EC 52201(b)

Adopted 04-03-02

8100.07 Admission of Highly Gifted and Talented Students Grades K-12 as Special Part-Time Students.

A President (or designee) of a Los Angeles Community College may, at his or her discretion, admit highly gifted and talented students of grades K-12 for the purpose of enriching their educational programs. The President must (1) receive a written recommendation from the school principal; (2) receive parental consent; (3) determine that the student is capable of profiting from the instruction offered; and (4) determine that space exists in the classes in which the student seeks to enroll. Such students may not receive priority registration privileges.

A parent or guardian of a highly gifted and talented pupil who is not enrolled in a public school may directly petition the President (or designee) to authorize attendance as a special part-time student on the grounds that the pupil would benefit from advanced scholastic or vocational work available at the college. In these cases, an intelligence assessment test must be administered by qualified personnel and the highly gifted and talented pupil must achieve a measured intelligence quotient of at least 150 points.

Students admitted under this Board Rule must continue in their attendance at their school of origin for the minimum school day. Students will receive regular college credit for any course successfully completed at the level determined appropriate by the school district and the community college governing boards.

Adopted 04-03-02

A special part-time student may enroll in up to, and including 11 units per semester.

A President (or designee) may, at his or her discretion, deny a request for special part-time enrollment at a Los Angeles Community College for a pupil who is identified as highly gifted and talented. If such request is denied, the President (or designee) must issue a written denial that includes the findings and reasons for the denial to the parent or guardian of the highly gifted and talented pupil within 30 days. The Board must then take action to either confirm or reject this denial at a Board meeting which

takes place within 30 days after the denial has been issued. The parent or guardian of the highly gifted and talented pupil who is denied admission to a Los Angeles Community College will have the opportunity to appeal the denial before the Board at this Board meeting.

EC 76001, 52201(b), 48800, 48800.5(d)

Adopted 04-03-02

8100.08 Admission of Highly Gifted and Talented Students Grades K-12 as Special Full-Time Students. A President (or designee) of a Los Angeles Community College may, at his or her discretion, admit highly gifted and talented students of grades K-12, provided that, in the opinion of the College President, the student would benefit from the course or class.

Verification of approval of the governing board of the school district of attendance must be submitted for admission as a special full-time student.

Adopted 04-03-02



A parent or guardian of a highly gifted and talented pupil who is not enrolled in a public school may directly petition the President (or designee) to authorize attendance as a special full-time student on the grounds that the pupil would benefit from advanced scholastic or vocational work available at the college. In these cases, an intelligence assessment test must be administered by qualified personnel and the highly gifted and talented pupil must achieve a measured intelligence quotient of at least 150 points.

Any student who attends as a special full-time student is exempt from compulsory school attendance under Chapter 2 or Part 26 of the California Education Code.

Students admitted as special full-time students are required to undertake courses for instruction of a scope and duration sufficient to satisfy the requirements of law.

A President (or designee) may, at his or her discretion, deny a request for special full-time enrollment at a Los Angeles Community College for a pupil who is identified as highly gifted and talented. If such request is denied, the President (or designee) must issue a written denial that includes the findings and reasons for the denial to the parent or guardian of the highly gifted and talented pupil within 30 days. The Board must then take action to either confirm or reject this denial at a Board meeting which takes place within 30 days after the denial has been issued. The parent or guardian of the highly gifted and talented pupil who is

Adopted 04-03-02

denied admission to a Los Angeles Community College will have the opportunity to appeal the denial before the Board at this Board meeting.

EC 76001, 48800.5

Adopted 04-03-02

8100.09 Admission with Credit for Advanced Placement Courses. High school graduates who enroll in the colleges of the Los Angeles Community College District may be granted college credit-at-entrance after they have successfully completed Advanced Placement Courses in high school and have attained a satisfactory score on the appropriate examination furnished by the college Entrance Examination Board.

Adopted 02-03-70

8100.10 Admission and Residence Classification of Non-Citizens. It is the intention of the Los Angeles Community College District that no one be discriminated against in the admission and residence classification process on the basis of national origin. Further, it is the intention of the Board that subjective personal characteristics, such as appearance and speech, not be the basis for assumptions about national origin or immigration status.

Adopted 02-03-70

Suspended 10-14-78

Amended 08-29-79

Amended 10-01-86

Amended 10-22-97

Amended 09-03-03

The Los Angeles Community College District shall admit all non-citizens who are able to benefit from instruction and who are not barred from enrollment under Federal and/or State law. Non-citizens shall be classified as resident or nonresident in accordance with applicable State and Federal laws, Title 5 of the California Code of Regulations, and District regulations.

The Chancellor shall develop rules and regulations for the implementation of this policy.

EC 76000

Adopted 02-03-70  
Suspended 10-14-78  
Amended 08-29-79  
Amended 10-01-86  
Amended 10-22-97  
Amended 09-03-03

8100.11 Applicants for Student Visas. Citizens of a foreign country who wish to study in the United States must apply directly to a United States school for a certificate of eligibility (Form "I-20"). Students who receive the certificate may then apply to United States Citizenship and Immigration Services ("USCIS") for an F-1 study visa that allows them to study in this country.

The actual issuance of a certificate of eligibility (Form I-20) is at the discretion of the college. Colleges may consider the availability of facilities and advisement personnel in deciding whether or not to issue certificates, and may set additional requirements such as English proficiency.

Adopted 02-03-70  
Suspended 10-14-78  
Amended 08-29-79  
Amended 05-18-05

8100.12 Residence Requirements. The Residence Requirements for Admission are shown in Chapter VI of these Board Rules.

Adopted 02-03-70

8100.13 Inadmissibility of Students Who Have Not Fulfilled Library Responsibilities. Registration privileges shall be withheld from any student or former community college student properly charged with the possession of library books or other library materials when such books or materials are not returned to the library when due.

Registration privileges shall be restored when the student either (a) returns the overdue library books or other library materials; or (b) pays the charge for the replacement of the library books or other library materials if such books or materials were lost; (c) established satisfactory arrangements for payment. In the event the payment is not satisfied, registration for the subsequent semester shall be withheld.

Adopted 01-19-72

8100.14 Withholding of Services For Students Who Are In Default On A Loan Or Loans. The District may withhold institutional services from a student or former student who has been notified in writing at the last known address of the student or former student that he or she is in default on a loan or loans under either the Guaranteed Student Loan Program or the Supplemental Loan for Students program. The services that may be withheld from the student shall include, but are not limited to the provision of grades, transcripts, and diplomas.

Adopted 02-08-89

"Default" means the failure of a borrower to make an installment payment when due, or to meet other terms of the promissory note under circumstances where the guarantee agency finds it reasonable to conclude that the borrower no longer intends to honor the obligation to repay, provided that this failure persists for 180 days for a loan repayable in monthly installments, or 240 days for a loan repayable in less frequent installments.

The District shall not withhold registration privileges of students in default of a loan or loans under either the Guaranteed Student Loan Program or the Supplemental Loan for Students program.

The District shall not withhold services during the period when the facts with respect to the default are in dispute or when the student or former student demonstrates to the governing board of the District or the Student Aid Commission, or both, that reasonable progress has been made to repay the loan or that there exists a reasonable justification for the delay as determined by the institution.

Adopted 02-08-89

8100.15 Nonresident Tuition Fee Exemption on the Basis of Demonstrated Financial Need.  
Students who are citizens and residents of a foreign country, or who are legally precluded from establishing residency in California, shall be entitled to exemption from nonresident fees on the basis of individual financial need in accordance with regulations adopted by the Chancellor. Such individual exemptions shall not be granted in excess of ten percent (10%) of the District's students who are both citizens and residents of a foreign country in the applicable term.

EC 76140(a)(1)

**[THIS CHANGE WILL BE EFFECTIVE BEGINNING THE SUMMER 2009 TERM]**

Adopted	10-17-07
Amended	06-11-08
Amended	08-20-08
Amended	12-17-08