

OHLONE COLLEGE SCHOOL PERMISSION FORM: 10th-12th GRADE ATTENDANCE

Please be advised the 10th – 12th grades students are **RESTRICTED TO ONLY CSU & UC TRANSFERABLE COURSES.**
COMPLETION OF THIS FORM DOES NOT CONSTITUTE ENROLLMENT INTO CLASSES.

In accordance with the Title 5 of the California Education Code and Ohlone College policy, students in grades 10th-12th may enroll in Ohlone College courses with the appropriate recommendations. By law, K-12 students must complete an application packet for every term they want to attend. An incomplete application packet will not be processed. **Applications must be submitted by Monday, December 12, 2009 for the 2010 spring term. – NO EXCEPTIONS.**

The 10th-12th Grade application packet contains the following forms that require:

1. **Ohlone College Application for Admission Form**—Completion by Student. Not required if application is completed online.
2. **School Permission Form**—Completion by **Student, Parent, School Counselor, and Principal (or District Officer)**
3. **Parent/Guardian Authorization Form for Minors**—Completion by Parent/Guardian. Not required if class is not held on Ohlone or Newark campuses (example: online courses).

Students intending to enroll in English or Mathematics classes or those with English or Math prerequisites must take the **Ohlone College Placement Test**. Students **registering in more than 7 units** are **REQUIRED** to submit a letter from their School Principal (or District Officer) indicating approval of excess units. **Taking an Ohlone College course(s) begins the student's permanent college academic record.** 10th-12th grade students are allowed to take only **CSU and UC transferable courses**. These courses are identified in the printed Class Schedule. Please note that submitting the Ohlone College application packet does not mean the student is registered in classes. Registration is accomplished online by the student using WebAdvisor (<https://webadvisor.ohlone.edu>). Students must register according to the dates and times specified for K-12 students in the Ohlone College [Class Schedule](#). All policies and procedures are in the Ohlone College [Class Schedule](#).

See reverse for information about the 1974 FERPA law regarding parental rights and records and student records.

► **To be completed by Student--please print:**

Last Name	First Name	M. I.

10th-12th students are allowed to take only CSU and UC transferable classes except PE. Courses are identified in the printed Class Schedule.

► **Requested Classes:** High school credit will not be awarded unless classes are pre-approved by your principal/designee.

Class Synonym Number	Class Title	Time	Units	Room Number

► **To be completed by Parent/Guardian and Student:** Do not leave any portion blank.

Print Name of Parent/Guardian	Parent/Guardian's Signature	Date
() _____ Home Phone	() _____ ext: _____ Work/ Cell Phone	
Address	Student's Signature	E-mail

► **To be completed by School or District:** The signatures below hereby recommend the enrollment of the student in the class(s) noted above and verify that the student can benefit from advanced scholastic or vocational work.

School Name: _____	Phone #: () _____
Term attending at Ohlone College: ___ Fall ___ Spring ___ Summer Year: 20___ Student's grade level: ___10 th ___11 th ___12 th	
Print Principal (or District Officer's) Name—Only one required	Principal (or District Officer's) Signature
Print High School Counselor's/Designee's Name.	High School Counselor's/Designee's Signature

Family Educational Rights and Privacy Act of 1974 (FERPA):

“The Family Educational Rights and Privacy Act (FERPA) is a federal law that affords parents the right to have access to their children’s education records, the right to seek to have the records amended, and the right to have some control over the disclosure of personally identifiable information from the education records. **When a student turns 18 years old or enters a postsecondary institution at any age, the rights under FERPA transfer from the parents to the student.**” Students who are enrolled at Ohlone College are covered by the Family Educational Rights and Privacy Act of 1974 (FERPA). According to this legislation, college personnel cannot release a student’s records or speak with parents and/or guardians about any student’s academic records without the student completing the “Release of Information” form. The exception to this is if the student is claimed as a dependent by either parent for tax purposes. Ohlone College reserves the right to require documents verifying student’s status as a dependent.

Registration:

Students who may want to have another individual register for them must complete the Registration Permission form that is available in the [Class Schedule](#) or online at:

<http://www.ohlone.edu/org/admissions/forms/inpersonregistrationpermissionform.pdf>