

LOS ANGELES SOUTHWEST COLLEGE

INFORMATION FOR K-12 APPLICANTS

Please see the current Schedule of Classes booklet or contact the Student Services Office for
DEADLINE Information

PART-TIME STUDENT APPLICANTS

A President (or designee) of a Los Angeles Community College may, at his or her discretion, admit elementary and secondary school students of grades K-12 for the purpose of enriching their education 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. (8100.01)

Summer school applicants must, in addition to meeting all requirements listed above, also (1) demonstrate 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. Documentation must be provided that the course sought at the community college is not offered at the high school. (8100.02)

Students admitted into the college 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 and winter) pursuant to Education Code Section 76300. Non-resident students who are admitted as “Special Part-time Students Grades K-12” under Board Rule 8100.01 are also exempted from paying non-resident tuition for all semesters and terms (including summer and winter). (8100.03)

Students admitted as special part-time students for any term are exempt from paying the health fee pursuant to Board Rule 8502.

FULL-TIME STUDENT APPLICANTS

The President (or designee) of the college may, at his or her discretion, 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. (8100.04)

Verification of approval of the governing board of the school district of attendance must be submitted for admission as a special full-time student. 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 the law (8100.04). Students must be interviewed by the Vice President of Student Services prior to admission into the college.

Students admitted as special full-time are not exempt from the enrollment fees or the health fee

APPLICATION PROCEDURES

1. Completion of the Los Angeles Southwest College Admissions Application.
2. Completion of the College Application for Admission by a Student in Grades K-12. A new application is required for every term being considered. The form requires the signature of the school principal/counselor and a parent.
3. Transcripts covering the last 12 months.
4. For math or English courses, the assessment test must be taken through the Assessment Center. No student is allowed to enroll in any math or English course without the completion of the assessment test.
5. All K-8 student applicants must be interviewed by a committee. All high school applicants must be interviewed by the Vice President of Student Services. To make an appointment call (323) 241-5279.
6. **Please see the College Calendar listed in each Schedule of Classes or contact the Student Services office (SSC rm 318) for the K-12 application deadline.**

ADDITIONAL INFORMATION

It is imperative that parents and their minor children understand that as students they are entering a college environment and that carries with it certain possible scenarios, not all of which can be anticipated. The average age of the Los Angeles Southwest College student has increased and the student body has become increasingly diverse in all respects. Thus, the atmosphere of classes will frequently reflect this diverse adult population. Some of the circumstances noted below are no different from the K-12 setting, while others are significantly different.

Parents and students should be aware that:

1. Courses may have frank discussions of sensitive topics;
2. Audio-visual presentations may be graphic in their content;
3. Students may access pregnancy and HIV testing and condoms through the Health Center;
4. Instructors cannot inform parents when classes are cancelled at the last minute, or when the class will end early. Instructors or staff cannot baby-sit a minor. Issues with transportation to and from the college must be addressed by the parent and the student.
5. Parent or older sibling may not accompany a minor to class unless the person is also enrolled in the same class. Students are not to loiter on the campus.
6. **Parents do not have access to their son or daughter's college record (including grades and transcripts) without the student's written consent, their minor status notwithstanding.**
7. If transcripts are to be forwarded to the student's home school, the student must submit a written request through the Admissions Office.

