



SPECIAL ADMISSION PROGRAM CRITERIA

Please read the following information carefully:

1. The Special Admission Program is open to any K-12 student who, in the opinion of the Superintendent/President or designee, can benefit from instruction.
2. Students may be admitted upon recommendation of the principal, counselor and parent/guardian. All new students under grade 9 and their parent/guardian must attend an interview with a college official (college dean, college vice president, counselor, or subject matter instructor), to determine registration eligibility, course placement, and general advisement.
3. Special Admission students must conform to the College's academic rules and regulations and the Code of Conduct expected of all college students.
4. The College reserves the right to exclude or limit registration into programs where the health, safety, instructional methodology, facility constraints, or legal requirements are deemed inappropriate for Special Admission students.
5. Students that wish to take more than 11 units in the Spring/Fall semester, or 6 units or more in the Summer term, must complete the Carry an Excess Load portion of this document and obtain the approval (through signature on this document) of a Solano College counselor.
6. Special Admission students are exempt from paying the California Community College Enrollment Fee if they register as a part-time student (less than 11 units during Spring/Fall semester, less than 6 units during Summer term). Special Admission students who register for more than 11 units during Spring/Fall or for 6 or more units during the Summer must pay the enrollment fee for **all** units registered. All other fees must be paid by both part-time and full-time Special Admission students (Health Center Fee, Student Center Fee, Student Representation Fee, Transportation fee).
7. Courses listed on the following page are NOT open to Special Admission students.

PROCEDURE: ***You cannot register before the Priority Registration Date specified for K-12 students.***

1. Apply for admission online at www.solano.edu and submit the Special Admission Recommendation Form with all required signatures to Admissions and Records at the Fairfield campus, Vacaville Center or Vallejo Center. You may also submit the completed form to admissions@solano.edu. These must be processed prior to registration.
2. Students must provide documentation for prerequisite clearance or challenge. High school transcripts or verification of prerequisite course completion and a Request for Transcript Review must be submitted at least ten (10) business days prior to attempting to register for classes. Prerequisites are strictly enforced and will not be waived. Upon submission, prerequisite clearances are entered within ten (10) business days.
3. Special Admission students register as new students each semester; they do not gain registration priority as continuing students.
4. **You must register for classes online using MySolano (my.solano.edu). YOU WILL NOT BE REGISTERED IN CLASSES FROM THIS FORM. You may register **ONLY** in the specific courses listed on your Special Admission Recommendation Form that has been signed by your school principal, school counselor, and parent/guardian.**
5. See Schedule of Classes online or go to MySolano (my.solano.edu) to determine the Priority Registration date for K-12 students.



Special Admission Students May NOT Register in Courses Listed Below

The following courses are **not open** to Special Admission Students, as they are not classified as advanced scholastic or vocational work or they are excluded due to the criteria in Item #4 of the Special Admission Program Criteria.

APPLIED TECHNOLOGY & BUSINESS

All Aeronautics courses

FIRE 140

HEALTH SCIENCES

All Athletics courses with the exception of ATHL 050A and 050B

All Emergency Medical Technician courses with the exception of EMT 128

All Kinesiology (PE) courses with the exception of KINE 020A, 020S, 020W, 057

All Nursing courses with the exception of NURS 103, 104, 105, and 111

LIBERAL ARTS

All 300-level English courses with the exception of ENGL 310D

All 300-level ESL Courses

MATHEMATICS AND SCIENCE

All 300-level Mathematics courses with the exception of MATH 311 and Math 312

AUTHORIZATION TO RELEASE GRADES TO HIGH SCHOOL

I, the student named below, grant permission to Solano Community College to release my grades and/or transcript to my high school registrar/counselor at their request. This release shall be in effect for one semester.

Solano CC student ID#

Semester/Year for Grades Release

Student Print name

Student Signature

Date signed:

Parent/Guardian Print name

Parent /Guardian Signature

Date signed:

