



ADULT EDUCATION/SPECIAL ADMISSION PROGRAM CRITERIA

Please read the following information carefully:

1. The Adult Education/Special Admission Program is open to any Adult Education 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 or counselor.
3. Adult Education/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 Adult Education/Special Admission students.
5. Adult Education/Special Admission students are exempt from paying the California Community College Enrollment Fee if they register as a part-time student (no more than 11 units during Spring/Fall semester, less than 6 units during Summer term). Adult Education/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).
6. Courses listed on the following page are NOT open to Adult Education/Special Admission students.

Please note: You cannot register before the Priority Registration Date specified for Adult Education/Special Admission students.

1. Apply for admission online at www.solano.edu and submit the Adult Education/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. Adult Education/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 Adult Education/Special Admission Recommendation Form that has been signed by your program principal/counselor.**
5. See Dates/Deadlines online or go to MySolano (my.solano.edu) to determine the Priority Registration date for Adult Education/Special Admission students.



Solano Community College District

Adult Education Enrollment / Special Admission Program

Section 1: Student Information

Last Name: _____ First Name: _____ MI: _____
Date of Birth (MM/DD/YYYY): _____ Phone Number: _____ Home _____ Cell _____
Address: _____ Apt #: _____ City / State / Zip: _____
Email Address: _____ Anticipated Graduation Date: _____

Section 2: Student Agreement and Authorization

I am requesting permission to enroll in Solano Community College classes for advanced scholastic or vocational work not offered by my adult school or GED program. I understand that admission and enrollment are contingent upon meeting the requirements as determined by my school/program and Solano Community College. I have read the procedures and guidelines for my participation in the Dual Enrollment program as outlined on the back of this Special Admit Form.

Student Signature: _____ Date: _____

Section 3: Adult Education Authorization

I am pleased to recommend the above-named student for Solano Community College's Adult Education/Special Admission Program. They are academically prepared for the following advanced scholastic or vocational courses, and completion of the course(s) on your campus would enhance the student's ability to compete effectively in their future education. This student has availed themselves of all opportunities to enroll in an equivalent course at their district of attendance, per Education Code, Sections 48800, 48800.5 and 76001(a) and (b). For any particular grade level, a principal shall not recommend for community college summer session attendance more than 5 percent of the total number of pupils who completed that grade immediately prior to the summer session. By signing on line below, the principal/counselor attests to compliance with this regulation.

School/GED Program Name: _____ Date: _____
Principal/Counselor Name: _____ Signature: _____

Section 4: Student Course Enrollment Details

Apply for admission online with this [SCC Application Link](#) and submit this admission form with required signatures to Admission and Records – you **WILL NOT** be registered from this form. Students must also provide documentation for prerequisite clearance or challenge

Adult Education/Special Admission students register as new students each semester and may register **only** in the specific courses listed on this form.



Solano Community College District

Adult Education Enrollment / Special Admission Program

The following courses are **not open** to Adult Education/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 except for ATHL 050A and 050B
All Emergency Medical Technician courses except for EMT 128
All Kinesiology (Physical Education) courses except for KINE 020A, 020S, 020W, and 057
All Nursing courses except for NURS 103, 104, 105, and 111

LIBERAL ARTS

All 300-level English courses except for ENGL 310D
All 300-level ESL Courses

MATHEMATICS AND SCIENCE

All 300-level Mathematics courses except for MATH 311 and 312

Term / Year: Fall _____ Spring _____ Summer _____

Subject	Course Number	Course Reg # (CRN)	Units	Course Name

I, the student named below, grant permission to Solano Community College to release my grades once the course(s) are completed and/or transcript to my adult school registrar or counselor. This release shall be in effect for one semester as indicated below.

Student Name: _____ Student ID#: _____ Semester: _____

Student Signature: _____ Date: _____