



Dual Enrollment for YHS Students: A College Partnership Program



Student Checklist – Fall 2016

- ☑ Pay attention to YHS automated dialer messages, high school website, and flyers in the counseling center for any updates or changes to the Dual Enrollment for YHS Students Partnership Program.
- ☑ Visit the YHS Dual Enrollment Partnership Information site for updated partnership program information and important dates.
- ☑ Visit the Crafton Hills/YHS Partnership site to complete the *Fall 2016 Interest Form*.
- ☑ Attend the *Crafton Hills College Information and Application Session* on Saturday, August 20th from 10:00am-1:00pm at CHC in Room LRC 231.
 - Parents and students should both attend
 - Students will receive information regarding registration
 - Students will receive additional paperwork:
 - *High School Dual Enrollment Form*
 - *Minors Consent for Medical Treatment and/or Counseling Form*
 - For the Fall 2016 semester only – students will complete the *Crafton Hills College Application for Admission*, and Crafton Hills College staff will manually register YHS students once they receive their application
- ☑ Obtain a signed high school transcript and have the *High School Dual Enrollment Form* signed by a high school administrator or counselor.
- ☑ Submit paperwork and transcripts to locations listed below by the following deadlines:
 - YHS – by August 23rd to the Counseling office
 - CHC – by August 24th-30th to the Admissions office
 - *All enrollment paperwork must be turned in by August 30th**
- ☑ After August 30th, students will receive notification of their confirmed enrollment.
- ☑ Make sure to turn in registration paperwork as soon as possible. If classes fill to the maximum, students will be placed on a waiting list.
- ☑ Students need to attend the first class meeting. If the class is full, absent students will be dropped from the course, and their seats will be given to students on a waiting list. *Also, if student enrollment is too low, a class may be cancelled.
- ☑ Students need to communicate directly with the course instructor regarding any concerns about attendance, grades, dropping a class, tutoring options, or any other course questions or concerns.
- ☑ If there are additional concerns or questions, students may contact Heather Seaton, Assistant Principal at Yucaipa High School by email at heather_seaton@ycjUSD.us or phone at (909) 797-0106.