



Feather River College

ADMISSIONS & RECORDS OFFICE

570 Golden Eagle Avenue
Quincy, CA 95971
(530) 283-0202
Fax: (530)-283-9498

High School Co-Enrollment Student Permit

High School students are eligible to enroll at Feather River College. Enrollment fees for up to 11 units (\$46 per unit) will be waived *with the exception of* the health fee (\$18) and the transit fee (\$1.50 per unit). Please see example below. Students enrolling for 12 or more units pay full enrollment fees.

Example:

6 units x \$46	= \$276 (waived)
Health Fee	= \$18 for Fall/Spring (\$15 for Summer)
Transportation Fee (6 x \$1.5)	= \$9
Student Representative Fee	= \$2 (May opt out)
Student pays total	\$29 Fall/Spring (\$24 Summer)

The following is required for all high school students enrolling at Feather River College:

1. Please contact the Advising office at 283-0202, extension 313, to schedule an appointment to meet with an academic advisor/counselor for class selection and signature.
2. Complete the enrollment form (both pages) with the course(s) for enrollment listed and obtain the required signatures outlined on the form.
3. Due to higher education rules concerning confidentiality of college students, registration for courses is to be conducted personally by the student not by a proxy.
4. Pay appropriate fees in the Admissions & Records Office.

Feather River College cannot provide remedial courses to high school students who have not passed the High School Proficiency Examination and are under the age of 18. This program is designed for students prepared to go beyond high school level coursework.

Once registered, students will be issued an FRC identification number and may view their schedule, account statements, and final grades on their Student Portal (MyFRC) on the FRC website. All students are eligible for two free official transcripts and subsequent transcripts are \$5.00 each.

Important parent/guardian confidentiality information on reverse side.

Keep this page for your records.
Submit the registration form to the Admissions & Records Office.

Important confidentiality information for parents/guardians

Now that your high school student is an official Feather River College student, your student is now protected by the Family Educational Rights and Privacy Act (FERPA) of 1974.

What does this mean? When a student reaches the age of 18 or begins attending a post-secondary institution, regardless of age, FERPA rights are transferred from the parent/guardian to the student. Students must act on their own behalf. Parents, guardians, relatives, or friends of Feather River College students are not permitted to enroll, drop, or add classes on behalf of the student. The same applies for transcript requests and enrollment verifications.

Since the community college environment addresses the learning needs of adults, there are some concerns to consider when enrolling high school students in courses at Feather River College such as: the possibility of controversial content of courses, the maturity level of minor students that enables them to learn the content and perform at an equivalent level to the adults in the classroom, and the ability for minors to perform out-of-class assignments that may require travel.

Faculty establish a syllabus for each course, which include the course content or objectives, assignments, a general guide to the pacing of the course and information about how grades will be determined. Once a student receives the syllabus for the course from the instructor and the student decides to remain enrolled in the course, the syllabus becomes the contract between the student and instructor.

Frequently Asked Questions

As a parent/guardian, do I have access to my son's/daughter's academic records?

Under FERPA regulations, parents/guardians of community college students do not have a right to access their children's student records, regardless of whether the student is under/over the age of 18. In accordance with this regulation, students' academic records may be released to parents/guardians only with the written consent of the student. Students may obtain an *Authorization to Release Information* form from the FRC website or at the Admissions & Records Office.

I am a parent/guardian and I need help logging in to, navigating, and/or processing transactions in my student's MyFRC account. What do I do?

College officials may only assist the student with access to his/her MyFRC account, which contains records covered under FERPA. Additionally, students at Feather River College are expected to act on their own behalf.

As a parent/guardian, can I contact my son's/daughter's instructor regarding course content, assignments and/or grading policy?

Under FERPA regulations instructors are not permitted to discuss student performance or other student-related issues with parents/guardians without a signed *Authorization to Release Information* from the high school student, including progress or grades. Your student is enrolled in a college course and it is important to understand that instructors may only work directly with students, as opposed to the type of parent/guardian interactions you are accustomed to at the high school level.

More information about FRC's FERPA policy is available on our website:

<https://www.frc.edu/admissions/family-educational-rights-and-privacy-act-ferpa>.

STUDENT AGREEMENT

The college has the right to restrict enrollment for any reason of health and safety, preparedness of the student, availability and College Board policy. Please review the program policies below to ensure you have a successful experience at Feather River College.

1. **Maximum Units:** Feather River College allows eligible 9th-12th grade students to register in a maximum of 11 college units in each of the fall and spring semesters.
2. **Prerequisite Requirements:** When a course has a prerequisite, it means that a student must demonstrate preexisting knowledge and/or skills to be successful in the course.
3. **Course Registration:** It is the student’s responsibility to complete necessary registration and application paperwork and return it to the Admission & Records Office for processing.
4. **Rules and Regulations:** All Feather River College Dual Enrollment students are responsible for complying with the rules and regulations of the college.
5. **Grades:** The grade(s) you earn in your Feather River College course(s) will become a part of your permanent, official college academic record.
6. **Transcripts:** Students are entitled to two free official transcripts, thereafter they are \$5.00 each. To request official transcripts, please visit the Admissions webpage at www.frc.edu.

I have read, understand and agree to the above policies and requirements.

Student’s Signature

Date

PARENT AGREEMENT (Only required once an academic year)

1. **Student’s Responsibilities:** Students must act on their own behalf. Parents, guardians, relatives or friends of Feather River College students are not permitted to enroll, drop, or add classes on behalf of the student. The same applies to the requesting of transcripts or grade verifications.
2. **Student Records:** Under Section 49061 of the Education Code, parents of a community college student do not have a right of access to their children's student records, regardless of whether the student is under the age of 18. In accordance with this regulation, a student's college records will be released to parents only with written permission of the student.
3. **Student Grades:** The grade(s) your child earns in their dual enrolled Feather River College course(s) will become a part of their permanent, official college academic record.
4. **Contacting Instructors:** Your student is enrolled in a college course and it is important to understand that the instructor works directly with the student. Under FERPA (Family Educational Rights Privacy Act), instructors are not required to discuss student performance or other student-related issues with parents.

The intent of the Feather River College Dual Enrollment program is to provide educational enrichment opportunities for a limited number of eligible high school students, and also to help ensure a smoother transition from high school to college by providing them with greater exposure to the collegiate atmosphere (California Educational Code 48800).

Feather River College assumes no responsibility for supervision of minor students.

Your signature on this document certifies that you have **read, understand** and **agree** with the above policies and requirements. Furthermore, you have also reviewed and assessed your son/daughter's ability to succeed in the classes recommended by the high school; and that he/she has your approval to enroll in Feather River College courses.

Parent’s Signature

Parent’s name (please print)

Parent Email Address and/or Phone Number

Date

Once student has completed the FRC application through CCCApply they will be given an FRC identification number and need to request a network account to access Canvas and view their schedule, account statements, and final grades on their Student Portal (MyFRC) on the FRC website.

PLEASE COMPLETE REVERSE SIDE ALSO



HIGH SCHOOL CO-ENROLLMENT STUDENT PERMIT/REGISTRATION FORM

Admissions-Records@frc.edu

Fax: (530)-283-9498

Date _____

FRC ID # (Required): _____

Last Name

First

Middle Initial

Mailing Address _____
 PO Box/Street Address _____ City _____ State _____ Zip _____

Phone (____) _____ - _____ Email Address _____

Date of Birth _____ Grade Level _____ Name of School _____

Semester for which you are registering: Fall 20____ Spring 20____ Summer 20____

Courses for Enrollment

	Course #	CRN#	Course Title	Day	Time	Units
1						
2						
3						

FRC Instructor's Signature: (Required for students below 11th grade only)

1	Signature: _____	Date: _____
2	Signature: _____	Date: _____
3	Signature: _____	Date: _____

APPROVAL OF FRC ADVISOR

Signature: _____	Date: _____
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APPROVAL OF SCHOOL PRINCIPAL

Signature: _____	Date: _____
<p><i>By signing this form, I certify that the student's attendance at Feather River College is in compliance with Section 48800 of the Education Code and that the student demonstrates the ability to benefit from instruction at Feather River College. In addition, K-12 attendance is monitored to not recommend more than 5% of total number of students of any single grade level for summer enrollment.</i></p>	

STUDENT

Signature: _____	Date: _____
<p>I certify that the information on this application is correct, and I understand that falsification may result in my dismissal from Feather River College. I understand that the information on this form and my final grades/transcripts will be made available to my school official. Due to higher education rules concerning confidentiality of college students, registration for courses is to be conducted personally by the <u>High School</u> student not by a proxy.</p> <p>Please submit to the Admissions and Records Office to officially register and pay your fees.</p>	

APPROVAL OF REGISTRAR

Signature: _____	Date: _____
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OFFICE USE:

SOAHOLD

Admissions _____

Date: _____