High School Contract Form

General Information – Please read carefully before proceeding

- Gavilan College allows high school students grades 9 – 12 to enroll in advanced (transfer level courses numbered 1-99), vocational, and kinesiology courses during the Fall, Spring semesters and Summer session. High school students may enroll for non-transferable courses (numbered 100-499) only during the Summer session.
- A Gavilan application is required before registration. Once the application is submitted the student will receive a student ID number.
- Complete the High School Contracts Form and obtain all required signatures before in-person registration.
- Students may enroll for a maximum of six (6) units for Fall and Spring semester, five (5) units for Summer.
- All course prerequisites are applicable, High School transcripts and assessment scores may be needed.
- All credit earned at Gavilan College is “college” credit.
- A transcript of work completed at Gavilan will be sent to the recommending school at the end of the semester.
- High school contract students pay the per unit fee and provide their own texts and instructional supplies.
- All students shall conform to the college's academic rules, regulations, and codes of conduct.

PART A: TO BE COMPLETED BY STUDENT

Student’s Name ___________________________ Gav ID# ___________________________
Last                      First                       M.I.
Mailing Address ________________________________________________________________
Phone number (____) ____________ Date of Birth _______________ Last Grade Completed _____
Semester for which student is applying: ☐ Fall ☐ Spring ☐ Summer 20____
- The Student’s School Counselor Recommends These Courses •
  Student has permission to register in the following course(s) only:
  (Enrollment limited to courses numbered 1-99 except during the summer)

______________________________________________________________
______________________________________________________________
______________________________________________________________
______________________________________________________________

PART B: TO BE COMPLETED BY PRINCIPAL OR SCHOOL DESIGNEE

Name and Address of School __________________________________________

Name and Signature of High School Principal
Principal’s signature acknowledges that no more than 5% of his/her high school is attending Gavilan College (Ed Code 76000.3i)

______________________________________________________________
Name (Please Print)                                                Signature

(______) __________________ Phone number ____________________ Date
Area Code                      Date

PART C: TO BE COMPLETED BY RECOMMENDING HIGH SCHOOL COUNSELOR

Name and Signature of Recommending High School Counselor
The recommendation of the High School counselor signifies that the student has a High School cumulative GPA of 2.0 and/or is in good standing and has the ability and maturity to benefit from college-level instruction.

______________________________________________________________
Name (Please Print)                                                Signature

Date

Continue on reverse side...
PART D: TO BE COMPLETED BY PARENT/GUARDIAN

It is imperative that parents/legal guardians and their minor children understand that, as students, they are entering a college environment that carries with it certain possible scenarios, not all of which can be anticipated. The atmosphere of Gavilan classes may frequently reflect a diverse adult population.

Parent/legal guardian must acknowledge and initial the following:

- Student may only enroll in approved advanced scholastic courses as stated under general information.
- All college coursework and grades become a permanent part of the student’s official college academic history and transcript. These grades will not be changed or erased.
- Student must abide by the Gavilan College Standards of Conduct and are subject to the student disciplinary procedures as stated in the College Catalog. All disciplinary incidents become a part of the student’s personal history.
- Student is expected to meet all deadlines, classes must be dropped within the stated deadline, grade options selected, assignments turned in on time, etc.
- Attendance is required, but not monitored. No one will call if the student misses class.
- Courses may include frank discussions of sensitive topics.
- Students may be exposed to additional college environment situations.
- Group work, field trips, and/or class presentations may be expected in the class. If required, these activities and assignments will not be modified to accommodate minors.
- If the instructor determines that the student is not keeping up with the class, the instructor has the right to drop the student.

These precautions are not meant to create undue concern for parents or minor students, only to serve as an advisory to allow you to manage your particular situation so the minor will have a positive educational experience at Gavilan College. For additional information regarding concurrently enrolled students, please refer to Gavilan Administrative Procedure AP 5011.

Special Note to Parents Regarding Right to Access Student Records
Under section 49061 of the Education Code, parents of community college students 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 record and transcript will only be released upon the student’s request.

*I certify that I have read and understand the listed responsibilities and expectations mentioned on the back of this form for a minor attending Gavilan College and approve enrollment in the courses listed on the front of this form:*

__________________________________________________________________________  ____________
Parent/Guardian Signature  Date

__________________________________________________________________________  ____________
Student Signature  Date

EMERGENCY CONTACT INFORMATION:

Name ____________________________________________ Relationship: __________________________

Phone number: ( _____ ) _______ - __________  Alternate number: ( _____ ) _______ - _______

If student is home schooled, must provide copy of R-4 affidavit
□ Copy of R-4 Affidavit attached