



OKLAHOMA CITY COMMUNITY COLLEGE

Oklahoma City Community College  
HIGH SCHOOL CONCURRENT ENROLLMENT  
APPROVAL FORM

**This area must be completed and signed by high school officials.**

Name: \_\_\_\_\_

SSN: \_\_\_\_\_

Current High School: \_\_\_\_\_

Expected Graduation Date: \_\_\_\_\_

**Semester:**

- Fall
- Spring
- Summer

20 \_\_\_\_\_

We certify this student is a:

- Junior**, who meets the below admission requirements
- Senior**, who meets the below admission

To be filled out by the Principal/Counselor

How many high school classes is the student enrolled in?

**We have examined the academic records of this student and certify that he/she is eligible to satisfy high school graduation requirements (including curricular requirements for college admission) no later than spring of the senior year.**

\_\_\_\_\_  
Signature of Principal

\_\_\_\_\_  
Date

**OR**

\_\_\_\_\_  
Signature of Counselor

\_\_\_\_\_  
Date

**ADMISSION REQUIREMENTS**

Concurrently enrolled students who are admitted must satisfy requirements for high school graduation no later than spring of the senior year, meet course placement requirements (see attached enrollment requirement form) and meet the following criteria:

**Accredited High School:**

Seniors: Minimum 19 ACT composite **OR** 980 SAT  
**OR** 3.0 unweighted high school GPA

**Home School/Unaccredited High School:**

Minimum 19 ACT composite **OR** 980 SAT  
**AND** 17 years of age or older

Juniors: Minimum 19 ACT composite **OR** 980 SAT  
**OR** 3.0 unweighted high school GPA

Minimum 19 ACT composite **OR** 980 SAT  
**AND** 16 years of age or older

**\*\*Admission to OCCC does not guarantee eligibility for course placement.\*\***

**This area is the responsibility of the student and must be signed, initialed, and dated by the concurrent enrollment applicant and a parent/legal guardian.**

The following documents are **required** for concurrent enrollment:

- Application for admission
- Concurrent Enrollment Approval Form **(A new approval form is required for every semester.)**
- Official high school transcript
- Official ACT or SAT scores

**COURSE PLACEMENT**

To help insure that the student possesses the skills necessary to be successful in college, he/she must meet course placement requirements. (See attached enrollment requirement form).

**COURSE LOAD**

A high school student may enroll in a combined number of high school and college courses per semester not to exceed a full time college workload of 19 semester credit hours for fall and spring. For purposes of calculating workload, one- half high school unit shall be equivalent to three semester credit hours of college work.

**CONTINUED ENROLLMENT**

To continue concurrent enrollment in following semesters, high school students concurrently enrolled in college courses must maintain a college cumulative GPA of 2.0 or above on a 4.0 scale.

**DEVELOPMENTAL COURSES**

Concurrently admitted high school students will not be allowed to audit courses or enroll in developmental courses designed to remove high school deficiencies.

**UPON HIGH SCHOOL COMPLETION**

Prior to enrollment as regular students (no longer high school concurrent), official transcripts reflecting the date of high school graduation must be submitted to the Office of Records and Graduation Services. Transcripts must reflect official graduation date. Students who do not submit final, official high school transcripts will not be allowed to continue their OCCC enrollment or receive official OCCC transcripts.

**Parent Initial**

**Student Initial**

_____	_____	I understand that course placement is based on ACT/PACT/SAT/PSAT scores.
_____	_____	I understand that in order to continue enrollment as a high school concurrent student, a minimum 2.0 college GPA must be maintained.
_____	_____	I understand that a final, official high school transcript must be submitted in order to enroll as a regular student at OCCC and to receive official OCCC transcripts.
_____	_____	<b>SENIORS ONLY:</b> I understand that I have <b>18 hours</b> of waiver allowed for my Senior year. Senior year consists of the summer, fall, and spring semesters following my Junior year, and does not include the summer following my Senior year. Furthermore, I understand that a waiver can only be granted at one institution of attendance; therefore, I may be billed for the full amount of tuition and fees.

I have read and understand the provisions set forth by my high school and OCCC for my concurrent enrollment. I give permission for OCCC to release my test scores, grades, attendance information and OCCC transcripts to my high school for the duration of my OCCC concurrent enrollment.

\_\_\_\_\_  
Signature of Student

\_\_\_\_\_  
Date

I have read and understand the provisions set forth by the high school and OCCC for my son's/daughter's concurrent enrollment.

\_\_\_\_\_  
Signature of Parent/Legal Guardian

\_\_\_\_\_  
Date

**For Office Use Only**

Approved By

\_\_\_\_\_

Date

\_\_\_\_\_

Student ID

\_\_\_\_\_

Semester

\_\_\_\_\_

Hours

\_\_\_\_\_

# OKLAHOMA CITY COMMUNITY COLLEGE ADMISSIONS REQUIREMENTS

## For CONCURRENT HIGH SCHOOLS STUDENTS

ACT/PACT composite score 19

SAT/PSAT composite score 980 or 900 Prior to March 5, 2016

(If a student scores below 19, their Unweighted GPA should be 3.0 or higher for admission.

However, admission does not guarantee enrollment/course placement eligibility.)

### CONCURRENT ENROLLMENT REQUIREMENTS/COURSE PLACEMENT

General Ed. Course	Regent Required ACT/PACT score <b>OR</b>	SAT/PSAT <b>OR</b>	Accuplacer Next Gen score
ENGL 1113 (English Composition 1)	English 19 <b>OR</b> Reading 19	Reading-Writing 510	Reading 245 <b>OR</b> Writing 250
PSY 1113 (Intro. to Psychology) SOC 1113 (Intro. to Sociology) HIST 1483 (U.S. History Before 1877) HIST 1493 (U.S. History Since 1877)	Reading 19	Reading-Writing 510	Reading 245
POLSC 1113 (American Federal Government)	Reading 19	Reading-Writing 510	Reading 245
HUM 1113 (Music Appreciation) ART 1053 (Art Appreciation)	Reading 19	Reading-Writing 510	Reading 245
BIO 1113/1114 (Biology)	Science 19	Reading-Writing 510 <b>AND</b> Math 510	Reading 245 <b>AND</b> Math 70 on Part D
CS 1103 (Intro. to Computers and Application)	Reading 19	Reading-Writing 510	Reading 245
MATH 1513 (College Algebra) MATH 1503 (Contemporary Math) MATH 2013 (Intro. to Statistics) MATH 1533 (Pre-Calculus)	Math 19 for all Math listed	Math 510 for all Math listed	Math 70 on part D for all Math listed

**- Students are not limited to the classes on this list. This list represents the most common courses concurrently enrolled student have taken in the past.**

# of <b>Classes</b> @ High School	# of <b>Hours</b> allowed @ OCCC
6	1
5	4
4	7
3	10
2	13
1	16

**Concurrent Enrollment Conversion Table:** A high school student may enroll in a combined number of high school and college courses per semester not to exceed a full time college workload of 19 semester credit hours for fall and spring. For purposes of calculating workload, one- half high school unit shall be equivalent to three semester credit hours of college work.