



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? ->

[Dashed box for answer]

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 990 SAT OR 3.0 unweighted high school GPA

Juniors: Minimum 19 ACT composite OR 990 SAT OR 3.0 unweighted high school GPA

Home School/Unaccredited High School:

Minimum 19 ACT composite OR 990 SAT AND 17 years of age or older

Minimum 19 ACT composite OR 990 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.
_____	_____	I understand that I have 18 hours of waiver allowed for my Junior and Senior year. Junior year waiver consists of the fall and spring semesters following my Sophomore year, Senior year waiver consists of the summer, fall, and spring semesters following my Junior year, and does not include the summer following my Senior year. I understand that I will be responsible for all fees associated with my enrollment, and any tuition costs that exceed the 18 hours of waiver.

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 990

(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 OR	SAT/PSAT OR	Accuplacer Next Gen score
ENGL 1113 (English Composition 1)	English 19 OR Reading 19	Reading-Writing 510	Reading 245 OR 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 AND Math 510	Reading 245 AND CPM 3-minimum 10
CS 1103 (Intro. to Computers and Application)	Reading 19	Reading-Writing 510	Reading 245
MATH 1483 (Functions and Modeling) MATH 1503 (Contemporary Math) MATH 2013 (Intro. to Statistics)	Math 19 for all Math listed	Math 510 for all Math listed	CPM 3 test- Minimum 10 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 Classes @ High School	# of Hours 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.