



CUYAMACA COLLEGE | HIGH SCHOOL INFORMATION SHEET

HIGH SCHOOL CONCURRENT ENROLLMENT PROGRAM

Interested in Taking College Classes? Now What?

As a high school student, you are eligible to take up to 11.5 units per semester at Cuyamaca College! Now that you've applied for admission, and submitted your High School Authorization Form, you might be wondering about next steps!



- Admissions and Records requires a new High School Authorization Form **for each and every semester of attendance**. This is required before you will be able to sign up for classes. Once cleared by A&R, you may go online to your Webadvisor account to register into your desired courses.
- Webadvisor can be found on the Cuyamaca homepage, at the very top right of the screen.



- Your Webadvisor username is your first last name (i.e- john.smith). This username will never change. If you have a common first and last name, please check with the Admissions and Records to verify your username.
- Your first time password is your 6 digit date of birth (mmddyy). At the time of first log in, it will prompt you to change your password to something new. Passwords expire about once per semester.
- On Webadvisor you will sign up for classes, pay fees, order parking permits, view grades, and view required course materials.



Things to Know:

- **Student Responsibility:** Minor students taking classes at the Community College are expected to take primary responsibility for their own safety and conduct. No supervision is provided while on the college campus. The community college campus is an open campus and is an adult learning environment.
- **Student Code of Conduct:** Students must comply with all policies of the district including the Student Code of Conduct per the Cuyamaca or Grossmont College Catalogs. Student Rights and Responsibilities are also outlined there.
- **Course Content and Materials:** The community college is an adult learning environment. As such, discussion topics and course materials are generally designed for adult students and thus, the atmosphere of the campus in general, and of classrooms in particular, will frequently reflect an adult population. Curriculum, course content, and college processes will not be changed to accommodate high school students.

- **Student Communication and Records:** Students enrolled in community college courses must act independently and on their own behalf when communicating with their instructors and/or other college personnel. Under the Family Rights and Privacy Act (FERPA), college instructors and staff may not discuss student performance or college record information with parents/guardians. Under Section 49061 of the California Education Code, parents/guardians of community college students do not have a right to access their children's student records without the written consent of the student. This is regardless of whether the child is under the age of 18.
- **Academic Standing and the College Transcript:** Minor students enrolling in college courses at the community college campus are establishing a permanent academic college record. As a result, any processes influenced by the students' academic record may be impacted by the students' performance. This may include eligibility for financial aid, academic standing, ability to transfer, etc. Students are responsible to know the deadlines for enrolling, adding, or dropping courses. Instructors are not required to drop students for non-attendance. Please be sure to check the website for deadline date information or contact the Admissions and Records Office for questions.

Serving students with disabilities: High school students with an Individualized Education Program (IEP) or 504 Plan taking Cuyamaca College courses can access services at the Cuyamaca College DSPS office. Visit <https://www.cuyamaca.edu/services/dsps/hs-transition.aspx> and www.cuyamaca.edu/services/dsps/ for more information



- ▶ Tuition fees are waived for part-time high school students registered in GCCCD courses. However, students are still subject to all other miscellaneous fees: health fee, student center fee and when applicable, non-resident fees. High School students are not eligible for federal financial aid. Fees are due at the time of enrollment and usually amount to no more than \$30 per term. High School students are still responsible for paying for textbooks and parking permits.



- ▶ On campus support services are available for all concurrent enrollment high school students. These include: Counseling and advising support, placement assistance, Disabled Student Support Services, Tutoring, Transfer Center, Career Services, Library, and Health Services.



- ▶ In addition to your Webadvisor, many courses also require access to Canvas, our online Learning Management System. There, instructors post syllabi, assignments, discussion boards, or any other pertinent course information. You will have Canvas course access at the start of each semester. For classes added after the semester begins, students will have Canvas access 24 hours after registration. Check with your instructor if you are unsure if they are using Canvas.

- The Canvas username is the same as Webadvisor. Typically, this is the firstname.lastname
- The Canvas password is your 8 digit birthday (mmddyyyy)



- ▶ Textbooks can be purchased through the Cuyamaca Bookstore or any online retailer. Once registered, students can check on their Webadvisor main menu under "my textbooks" for a list of required course materials.



- ▶ Each high school will individually determine if college coursework can be used to fulfill high school credit. You may meet with a college counselor to determine transferability of coursework to other colleges or four-year universities.



- ▶ Once registered, students may acquire a student ID card from the Admissions and Records Office, which may make you eligible for services and discounts on and off campus.



Website:
<https://www.cuyamaca.edu/services/admissions/high-school-students.aspx>



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