

VICTOR VALLEY COMMUNITY COLLEGE DISTRICT
ADMINISTRATIVE PROCEDURE

STUDENT SERVICES

CHAPTER 5

Registration Priorities

AP 5055

References: Title 5, Section 58106, 58108; Education Code 66700 and 70901. Reference: Sections 70901 and 84500, Education Code. These procedures implement Board Policy 5055.

CRITERIA FOR EVALUATING REGISTRATION PRIORITIES

These criteria will be used in determining enrollment priorities for student cohort/groups.

1. It is the intent of the Board of Governors of the California Community Colleges to provide priority registration for students who enroll in a community college for the purpose of degree or certificate attainment, transfer to a four-year college or university, or career advancement.
2. Registration priority shall be provided to students who have completed orientation, assessment, and developed a student education plan, remain in good academic standing and have not completed more than ninety (90) degree-applicable semester units at the district.
3. The student cohort/group is identified through legislation or regulatory provision as being entitled to priority registration.
4. The student cohort/group must participate in a college-sanctioned activity that significantly contributes to the mission and purposes of the college.
5. Priority registration is necessary for the student cohort/group to maintain eligibility for the college-sanctioned activity.
6. Priority registration has been identified as a strategy to improve access/success for a particular student cohort/group.
7. Priority registration is utilized as a means of recognizing or rewarding a particular student cohort/group as a result of service or achievement.

Registration priority, in the order of priority listed below, shall be provided to students as follows:

**STUDENT COHORTS/GROUPS TO RECEIVE PRIORITY REGISTRATION
(BLOCK 1 = HIGHEST PRIORITY, BLOCK 5 = LOWEST PRIORITY)**

Matriculated in Good Standing (Title 5, section 58108)

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BLOCK 1A

- Member of the Armed Forces and Military Veterans (Education Code 66025.8)
- Foster Youth and Former Foster Youth (Education Code 66025.9)

BLOCK 1B

- EOPS students (Title 5, section 58108 and 56232)
- DSPS students (Title 5 section 56026)

BLOCK 2

- 2A – Continuing students with 45.0 – 90.0 units completed at Victor Valley College (VVC). Students with more than 90.0 units completed at Victor Valley College with a successful petition.
- 2B – ASB Council members, Work Study students (spring semester only), Active Phi Theta Kappa members, Student Athletes, Active PACE program students, CalWORKS students and qualified K16 Bridge High School graduates (fall semester only).

BLOCK 3

- 3A – Continuing students with 30.0 – 44.5 units completed at Victor Valley College.
- 3B – Continuing students with 15.0 – 29.5 units completed at Victor Valley College.
- 3C – Continuing students with 0.0 – 14.5 units completed at Victor Valley College.

BLOCK 4

- New / Returning / Transfer students

BLOCK 5

- Concurrently enrolled K-12 students.

BLOCK 6

- Students not fully matriculated.
- Students not in good standing (e.g. academic and/or progress probation for two consecutive semesters as defined in section 55031.).
- Students with more than ninety (90) degree-applicable units earned at the district.

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Definitions of student classifications:

Matriculated students in good standing are students who complete orientation, assessment and education plans (Title 5, section 58108), who are not on academic or progress probation for two consecutive terms (as defined in Title 5, section 55031) and who have earned 90 or fewer degree-applicable semester units at the district (Title 5, section 58108).

Continuing students are students currently enrolled at VVC.

New students are first time attending any college.

Returning students are those who attended VVC in previous semesters but are not currently enrolled.

Transfer students are those who have completed courses at other colleges or universities.

Concurrent students are those concurrently enrolled in grades K-12.

PETITION PROCESS

Victor Valley College shall establish written procedures by which a student may appeal the loss of priority enrollment status due to extenuating circumstances, or where a student with a disability applied for, but did not receive reasonable accommodation in a timely manner. Extenuating circumstances are verified cases of accidents, illnesses or other circumstances beyond the control of the student.

Victor Valley College may exempt from the ninety (90) unit limit category those students enrolled in high unit majors or programs.

Victor Valley College may allow students who have demonstrated significant academic improvement to appeal the loss of priority enrollment status. Significant academic improvement is defined as achieving no less than the minimum grade point average and progress standard established in section 55031 for the term or terms.

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PROCEDURES FOR REVIEW OF REGISTRATION PRIORITIES

Legislative mandated registration priorities will automatically be added to this Administrative Procedure. All other registration priorities will be reviewed every two years. A new task force will be formed and there will be an opportunity for consideration of priority registration for other student cohort/groups as well as revisions to the current cohort/groups.