

**Special Admission Form**

- Fall 20\_\_\_\_
- Spring 20\_\_\_\_
- Summer I 20\_\_\_\_
- Summer II 20\_\_\_\_

\_\_\_\_\_  
 Student Name Social Security Number

\_\_\_\_\_  
 Address City, State, Zip Phone Number

\_\_\_\_\_  
 Name of School Attending Grade Age

Subject Code	Section Number	Course Title	Credits
Total Credit Hours Approved			

**To Be Completed by the Junior High/High School Official:**

I recommend the student named on this form for special admission to Estrella Mountain Community College for the \_\_\_\_\_ semester, year of \_\_\_\_\_. I believe the student will profit from concurrent enrollment. It is also understood that the student will receive college credit for successfully completed course work. The student has a cumulative grade point average of \_\_\_\_\_ on a \_\_\_\_\_ system.

Will Junior High/High School credit be granted?  Yes  No

\_\_\_\_\_  
 Signature of Junior High/High School Counselor/Administrator Date

**To Be Completed by the Parent of Guardian:**

I give permission for \_\_\_\_\_ to enroll as a student at Estrella Mountain Community College during the \_\_\_\_\_ academic school year, i.e. Fall, Spring, and Summer semesters. I understand that he/she will be establishing a college academic record and will be required to report such attendance to future colleges or universities and will be subject to all of the requirements, policies, and regulations in the College Catalog and Schedule of Classes.

I further understand it is my responsibility to make the appropriate payment of tuition and fees by the stated due date for the student named above. College credit will not be issued until full payment is received. Any refunds will be issued in accordance with EMCC guidelines.

\_\_\_\_\_  
 Signature of Parent/Guardian Date

**To Be completed by the Student:**

I agree to the exchange of academic information between the participating institutions, including but not limited to college grade reports, transcripts, and any other pertinent documents. I give permission to release any and all EMCC information to my parents and legal guardian.

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

## **Special Admission Procedures**

All Students requesting special admission to Estrella Mountain Community College must submit the following documents:

1. Student Information Form (either on paper or by telephone- 623.935.8888).
2. Special Admission Form signed by student, parent/guardian, and high school counselor or administrator.
3. Assessment test scores for selected classes (call 623.935.8821 for assessment test information.)

## **Special Admission Policy**

Special admission to Estrella Mountain Community College may be granted to any person under the age of 18 who meets the established requirements for a course. Admission shall be considered only when the special admission form has been signed by the student, parent/guardian, and high school counselor or administrator. The final decision to admit a student will be made by EMCC on an individual basis.

Students admitted under the EMCC Special Admission Program are also subject to all regular tuition fees and to all state and county residency regulations. Students wishing to take classes for more than one semester must re-apply for special admission each semester until they are 18 years of age.

All Special Admission Students will be establishing an official college academic record and will be required to report such attendance to future colleges and universities. They will also be subject to all the requirements, policies, and regulations described in the College Catalog and Schedule of Classes.