

ENROLLMENT PRIORITIES

Enrollment Appointment Priority

The purpose of establishing enrollment priorities is to support students endeavoring to reach their educational goals at Cerritos College by providing priority enrollment to groups of students (as listed herein) with special needs and/or who are in continuing student status, as long as satisfactory progress is made.

Priority Enrollment Criteria & Conditions

1. Priority

- a. New students not otherwise exempt, including those in any state-provided priority enrollment groups, must complete orientation and review their Degree Planner student education plan in order to receive priority enrollment.
 - b. Continuing students, including those in any state-provided priority enrollment groups, except eligible current and former foster youth, are subject to loss of the enrollment priority for which they would ordinarily be eligible if they are on any combination of progress or academic probation for two consecutive semesters.
 - c. Continuing students, including those in any state-provided priority enrollment groups, except eligible current and former foster youth, are subject to loss of the enrollment priority for which they would ordinarily be eligible if they have earned 100 degree-applicable, non-basic skills, and non-ESL units. Units for high unit majors and programs may be disregarded to the extent they exceed the number of units required for non-high unit majors and programs. Units from credit by exam, advanced placement, International Baccalaureate, or other similar programs may also be exempted.
2. Subject to the above, continuing student enrollment appointments shall be set on the basis of units earned and cumulative grade point average at Cerritos College.
 3. Students subject to enrollment priority exclusion shall have a "PRB" negative service indicator, appearing as a Hold in the Student Center in MyCerritos, placed on their enrollment account. The effect shall be to place the student's access to enroll at the end of the enrollment cycle in the period known as Open Enrollment.
 4. Students excluded from enrollment priority shall be notified of options they may have, and/or are advised to exercise. See also the section of this procedure titled "Appeals and Exemptions".

Additional Criteria for Enrollment Priority of Certain Students

1. Students who are otherwise specified by statute.
2. Students whose instructional program requires time off-campus or blocks of time associated with scheduled classes for such activities as practice, meetings, counseling, and off-campus time, which limit the choice of class periods.

Student Groups

Tier 1: Enrollment appointments for students in Tier 1 groups shall be set tier-wide based on units earned and cumulative grade point average, consistent with applicable regulations.

- Armed Forces Personnel and Recent Veterans: students who are any member or former member of the Armed Forces of the United States, who is a resident of California, for any academic term, within four years of leaving active duty (Education Code Section 66025.8).

- Foster Youth: students formally deemed eligible current or former foster youth who are up to, and including, 24 years of age (Education Code Section 66025.9).
- EOPS: students formally enrolled in Extended Opportunity Programs and Services (Education Code Section 66025.91).
- Students with Disabilities: students who, by their specific disabilities, are enrolled in Student Accessibility Services (Education Code Section 66025.91).
- CalWORKs: students formally enrolled in the CalWORKs Program (Education Code Section 66025.92).
- Homeless Youth: verified students deemed homeless who are up to and including 24 years of age (Education Code 66025.9)
- Student Parent: Student parent is a student who has a child under 18 years of age who will receive more than half of their support from that student (Education Code Section 66025.81).

Tier 2: Enrollment appointments for students in Tier 2 groups shall be set in the order of the groups as listed based on units earned and cumulative grade point average, within those groups consistent with applicable regulations.

- Scholars' Honors Students: students who have been officially admitted to the College's Scholars' Honors Program each term and are currently enrolling in Scholars' Honors Program courses and/or Scholars' Honors contracts.
- Student Athletes: students who have been identified as eligible to participate in intercollegiate athletics.
- Mandatory Enrollment Requirement Students: students in compliance with program requirements who must maintain full-time status, with completion time requirements, in order to remain in Cerritos College programs and/or who are in grant-funded programs with enrollment priority requirements.
- Matriculated Students: students who, prior to their first semester of enrollment, completed the Admission, Orientation, Assessment, and Counseling components of Matriculation.
- Cerritos Complete: students who graduated from designated school Districts who submitted an intent form during their senior year and have completed the mandatory steps for Cerritos Complete by the established deadlines. Students must enroll in math and English/ESL.
- Trial, Grant-funded, or Other Special Groups for Student Success: students in groups identified for enhanced and/or expedited student success measures where trial, grant-funded, and/or other special, short-term measures are employed.
- Dual enrollment students participating in a College and Career Access Pathways (CCAD) agreement.

Tier 3: Enrollment appointments for students in Tier 3 groups shall be set in the order of the groups as listed and based on units earned and cumulative grade point average within those groups, consistent with applicable regulations.

- Continuing Students: students who were enrolled in the previous academic year or summer session. Students who do not attend summer session will not lose continuing student status. The definition includes non-credit students who are matriculating to credit student status.
- Returning Students: students who have completed at least one unit of credit at Cerritos College and are returning after a break of no more than one semester excluding summer session.

Tier 4: Enrollment appointments for students in Tier 4 groups shall be set in the order of the groups as listed and based on units earned and cumulative grade point average within those groups, consistent with applicable regulations.

- Dual Enrollment (Grades K-12): high school juniors and seniors, as provided for and limited in, Board Policy 5010 titled "Admissions and Concurrent Enrollment" and Administrative Procedure 5011 titled "Admission and Dual Enrollment of High School Students and Minors".

Enrollment Limitations

Enrollment in courses and programs may be limited to students meeting properly established prerequisites and co-requisites (See Board Policy and Administrative Procedure 4260 titled "Prerequisites and Co-requisites").

Additional Enrollment Limitations (including, but not be limited to):

1. Health and safety considerations;
2. Faculty workload;
3. Availability of qualified instructors;
4. Funding limitations;
5. Regional planning;
6. Legal requirements;
7. Facility limitations; and
8. Accreditation, regulatory, and policy requirements.

Priorities when Enrollment Must be Limited

1. First come, first served, or other non-evaluative selection techniques, provided all prerequisite and/or course requisites have been met;
2. In the case of intercollegiate competition, honors courses, or public performance courses, allocating available seats to those students judged most qualified;
3. Limiting enrollment to any selection procedure expressly authorized by statute; and
4. Limiting enrollment in one or more sections to students enrolled in one or more other courses, provided that a reasonable percentage of all sections of the course do not have such restrictions.

Additional Conditions May be Applicable to Order of Enrollment

Course sections funded other than by state apportionment, such as contract education, grant-funded programs, and certain fee-based sections (as permitted by law).