

**VC Academic Senate draft on AP on Enrollment Priorities
October 2011**

Title AP 5055 ENROLLMENT PRIORITIES

Legal Title 5 Section 58106; Education Code Section 66025.8

Adopted April 14, 2009

Last Reviewed March 12, 2009

Enrollment in courses and programs may be limited to students meeting properly established prerequisites and co-requisites.

Enrollment may be limited due to the following:

- Health and safety considerations
- Facility limitations
- Faculty workload
- Availability of qualified instructors
- Funding limitations
- Regional planning
- Legal requirements
- Contractual requirements

When enrollment must be limited, enrollment priorities are established based on one or more of the following approaches:

- Limiting enrollment to first come, first served, or other non-evaluative selection techniques.
- In the case of intercollegiate ~~completion~~ competition, honors courses, or public performance courses, allocating available seats to those students judged most qualified.
- Limiting enrollment to any selection procedure expressly authorized by statute.
- Priority for registration for enrollment must be granted to any member of former member of the Armed Forces of the United States for any academic term within two years of leaving active duty.
- 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.

Within the Ventura County Community College District registration appointments are given in the following order:

1. EOPS students, DSPS students, **CalWORKS** [NOTE: Where should this group be placed?] students, and military veterans

2. Continuing students with 45-75 units* plus students admitted to/verified by a counselor high-unit majors (e.g., Nursing, Engineering, Radiological Technology, Exotic Animal and Training Management, Dental Hygiene, etc.) and student athletes who are in their second, third and/or fourth semesters who meet the following criteria:
 - Maintaining at least a 2.0 GPA
 - Meeting with a counselor for student athletes, or designee, at least once per semester
 - Utilizing academic progress reports
3. Continuing students with 30-44 units
4. Continuing students with 15-29 units
5. Continuing students with 0-14 units
6. **New matriculated students**
7. **New students who have not gone through matriculation**
8. Continuing students with 76+ units
9. Returning students
10. Special admission high school students
11. Walk-in registration for all students

For the purposes of enrollment priority, continuing students units shall be counted using the following conditions:

- Only completed **AND WHAT ABOUT IN-PROGRESS UNITS???, [NOTE: currently, we DO count IP units for the purposes of determining enrollment priority]** degree-applicable units shall be counted
- Units completed prior to a five (5) year break in attendance within the District shall not be counted
- Basic skills and non-transferable unit course units shall not be counted