



OAKLAND UNIFIED SCHOOL DISTRICT

Community Schools, Thriving Students

COMMUNITY COLLEGE CONCURRENT ENROLLMENT (CE) CLASSES & OUSD

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Basics

1. **Benefits of taking Community College CE courses during high school**

- College courses taken during high school can provide added rigor, preparation and a competitive edge to high school student's academic experience. College courses are a great way to take advanced courses not offered at a student's high school or if a student wants to try out what a college course feels like. There are a wide array of courses available from UC/CSU transferable courses that fulfill General Education requirements at 4 year colleges, to courses that provide more hands-on Career Education and are aligned with Associates degrees & certificates. They are often completely free (check with the community college you wish to attend; all Peralta Colleges are free for 9-12th graders but must stay within 15 units or less per semester), students receive high school and college credit (3 Peralta Units = 10 OUSD Credits), as well as a GPA bump for each course passed with a grade of C or higher (4.0=5.0, 3.0=4.0, no bump for D's and F's.).

2. **Available Community College locations**

- Any community college will allow high school students to take college courses but their requirements may vary. For our local Peralta Community College District (PCCD), students may take courses at Berkeley City College, College of Alameda, Laney College and Merritt College.

3. **Dual Enrollment (DE) and Concurrent Enrollment (CE)**

- ["Dual Enrollment" \(DE\)](#) describes an OUSD + Peralta partnership where carefully selected Peralta courses/instructors are scheduled by PCCD & OUSD in coordination with the high school site & are integrated into the high school day and high school's Master Schedule. ["Concurrent Enrollment" \(CE\)](#) refers to when a high school student may sign up for a Peralta College course(s) independently. For more details, click [here](#).

4. **Risks of taking Community College CE Courses**

- College classes often require an additional level of independence and academic readiness for an increased workload as compared to high school courses and rigor. Also, college classes can be canceled at any point due to low enrollment or because of staffing issues. College credits earned in high school by taking college classes do count towards the total college units that are eligible for financial aid. Withdrawals from courses and poor grades can result in academic probation, progress probation, or a disqualification of financial aid in the same way they do for regular college students.

Enrollment

1. **Steps for Community College Concurrent Enrollment During High School**

- Students should start by conducting research to determine which community college they would like to attend. Often a good place to start is to identify a community college that is local and accessible to one's home and then begin to browse the online course catalogs where all departments and courses are listed. OUSD also recommends students consult with their academic counselor or another college and career readiness advisor at their high school. Once the desired course is identified, students must follow the required enrollment steps to apply for the community college and enroll in their courses as a High School

Special Admit student. For tips on enrolling into Peralta Concurrent Enrollment courses, please visit our OUSD website [here](#) for enrollment information.

2. Approval for Community College CE

- Parents/guardians must consent by providing a signature on the High School Special Enrollment form that must be submitted to the college in addition to the college's online admission application. Parents/guardians also must acknowledge on the High School Special Enrollment form that the student will be expected to conform to all college/district policies and that topics of instruction are appropriate for adult-level students. The responsibility to make the determination of the student's preparation belongs to the school district in which the student is enrolled. The Peralta High School Special Enrollment Form requires the High School Counselor Authorization for enrollment and approval of class schedule. The final determination rests with the College where the high school student seeks to enroll.

Allowable Courses

1. Allowable Community College CE Courses during High School

- Concurrent enrollment provides high school students with opportunities to take courses that accelerate their academic or vocational career goals and expands access to higher education. Please note: Admission to CE courses is subject to seat availability. High school students cannot be added to Peralta course waitlists. Students must meet prerequisites for courses that require them.

2. Courses not allowed via Community College CE

- Per Peralta College District Administrative Procedure 5011, Concurrent Enrollment courses that are not allowed include:
 1. Non-degree applicable remedial classes (that are numbered 250 or higher)
 2. PE, specifically movement/activity-based Kinesiology (KIN) and Sports Fitness (SPFT) courses that are non-degree applicable.
 - Note: Exceptions apply for degree applicable, lecture based Kinesiology courses (Ex: KIN 134, KIN 150, KIN 141, KIN 153A, etc.)
 3. Students may not enroll in a college course to alleviate a high school deficiency (D or F in a high school course.)

3. Taking Community College CE classes that are offered at an OUSD High School

- Students can take any class that is "degree applicable" via Concurrent Enrollment. "Degree applicable" courses are those typically numbered below 250 in Peralta Colleges that can count for Associates degree units or transfer level units. Per Peralta College District Administrative Procedure 5011, students cannot enroll in a community college class if they are taking it to recover a D or F in high school course required for graduation. Students should speak with their school counselor to explore potential degree applicable community college classes they may want to take.

4. Replacing OUSD high school courses with Community College CE Courses

- Community College classes are intended to be used for enrichment. They are a great way for a student to challenge themselves with an advanced course or explore a potential major or career. They are not intended to be used to replace or opt out of courses already offered at your high school. Regardless of what college classes a student has completed, students will be asked to complete the designated high school course sequence in some subject areas to ensure they can complete their Linked Learning Pathway sequence, participate in interdisciplinary projects, and meet the minimum instructional minutes required to be enrolled in OUSD, and more. College classes should not be taken with the intention of replacing a course in the OUSD course sequence. Also, students should be aware that not all college courses are equivalent to a high school course and not all community college courses will count as fulfilling an a-g requirement when they apply to a UC/CSU and other 4 year college/university. If you believe you have an extenuating circumstance, talk to your counselor.

5. Community College CE classes and OUSD Graduation Requirements

- A student's graduation plan should consist of OUSD courses in order to meet graduation requirements. Per Peralta College District Administrative Procedure 5011, Concurrent Enrollment is not designed to reduce current course requirements of elementary and secondary schools, or replace any course comparable to a course offered at the high school. Students can work with their counselor to plan potential college courses they can take for enrichment, acceleration, or career exploration. Students should not replace or opt out of high school courses because they plan on taking college courses to meet those requirements as not all college courses are A-G eligible or aligned to OUSD graduation requirements. See your School Counselor to plan your courses for graduation and college courses for acceleration.
6. **Community College CE Courses for Credit Recovery**
 - It is Peralta's policy that students are not allowed to use Concurrent Enrollment to remediate or recover a class they failed (D or F) in high school. There are various credit recovery opportunities within OUSD that allow a student to make up a course, including summer, self paced, and online options.
 7. **Cost**
 - Typically free for high school students enrolling in 15 units or less (in Fall/Spring) or 9 units or less (in Summer). Please check the specific community college for their policies.
 8. **Community College CE Courses and a-g**
 - Each university system has their own way of counting college classes. Not all community college courses will count towards an a-g subject area or for college credit once a student is in college. Please consult with the college or university system to confirm if they will accept your community college credits.

Grades, Credits & Transcripts

1. **Community College CE Courses on OUSD High School Transcripts**
 - Students who complete Concurrent Enrollment courses are responsible for bringing a college transcript (or official record of final grade) with final grade to their high school if they want it added to their OUSD transcript.
2. **Receiving a D or F in a Community College Class**
 - Grades of D or F in a college class are part of a student's permanent college record. There are ways to request an Excused Withdrawal if students had extenuating circumstances or Academic Alleviation if students improve their grade in the college course in the future. These processes should be completed directly with the community college. Ds and Fs will impact college GPA, can result in academic probation, and jeopardize financial aid eligibility. If students submit community college transcripts to be entered on high school transcripts, all grades will be added, including Ds or Fs.
3. **Receiving a W in a Community College class**
 - A withdrawal will show on your college transcript as well as your OUSD transcript if students request their community college grades be entered. Excessive withdrawals can result in progress probation at the community college.
4. **Taking Community College CE courses prior to 9th grade**
 - Credits must be earned during 9th-12th grade to count for high school graduation. However, college classes completed before 9th grade *may* be used to accelerate into a higher level class or placement at the discretion of the school site. Please note: starting the 2023-2024 school year, any student who takes Algebra 1 (Math 201 in Peralta Colleges) prior to 9th grade must also pass OUSD's Algebra 1 certification exam to start in geometry in 9th grade.