Hello! Thank you for your interest in taking a West LA College course through University High School during the Fall 2026 semester. Please read below to make sure that you are taking the necessary steps to enroll on time.

If this is your first time taking a WLAC course, please start your application as soon as possible. The enrollment process may take several weeks. **If you have taken a WLAC course within the past year, you only need to complete steps 2 and 3.**

Step 1: Apply to West LA College here

- Scroll down to where it says "College Credit Application" and click "Apply Now"
- This is how you get your West LA ID Number that you will need for Step 2.
- Use an email that you regularly check.
- Follow these step by step instructions for how to apply.
- For "Term Applying For", choose Fall 2026.
- It may take a few days to get your West LA ID via email. The ID number will be a nine-digit number that starts with 901.

Step 2: Submit a K-12 Form (link to detailed instructions)

- Go to the WLAC website and scroll down to where it says "Step 2: Complete the K-12 Form" and click on it.
- Click on "Submit the Digital K-12 Form"
- To log in, enter your 901 number and password. If this is your first time, you will enter a default password by following these instructions.
- For high school counselor, it depends on what class you are taking:
    - If you are taking HEALTH 011, AFRO AM 004 or PSYC C1000, put:
        - Alice Hwang, alice.hwang@lausd.net
        - Select "Concurrent Enrollment Student"
    - If you are taking KIN MAJ 126 or PHOTO 007, put:
        - Paula VanNorden, paula.vannorden@lausd.net
        - Select "College and Career Access Pathway (CCAP)"
    - If you are taking anything other than these 5 classes, put your regular academic counselor.
- Term: Fall 2026
- Units: 3.00
- Once you fill out the form and submit, it will automatically get emailed to the counselor to sign. Once the counselor signs, it will automatically get emailed to your parent to sign. Once your parent signs and submits, you need to wait for WLAC to process it (this may take several days).
    - If you have taken a WLAC class before, or if you are 18 years old, your parent won't need to sign it.

Step 3: Enroll in the class (link to instructions)

- AFTER your K-12 Form is processed, you may enroll in the class. Make sure to enroll in the specific section designed for Uni students by searching for the 5-digit section number:
    - Health 011: **24653**
    - Afro Am 004: **24656**
    - Psyc C1000: **24654**
    - Kin Maj Period 3: **24751**
    - Kin Maj Period 4: **24727**

Detailed instructions can also be found at: https://www.wlac.edu/admissions/dual-enrollment
If you have any questions, please see Ms. Hwang or Ms. VanNorden.