High School Student Checklist: Concurrent Enrollment

Students must be a **junior or senior in high school** to take a course at Blue Ridge Community College. High school students must do the following:

**Public/Private High School Student**

- Submit the application for admission.
- Have your official high school transcript sent with all standardized test scores, if applicable.
- Submit a permission form from your high school principal or director of guidance, which indicates the course for which you wish to register. (For high schools outside of BRCC service area, the school permission must be signed by the principal.)
- Document parental permission for enrollment.

**Homeschooled High School Student**

- Submit the application for admission.
- Submit your transcript, demonstrating junior/senior status. (For students with a non-religious exemption, junior/senior status is documented through required annual Board of Education testing. Tests are not required of students with a religious exemption.)
- Submit your letter of exemption from the school board or its designee.
- Document parental permission for enrollment.
- Letter from teacher, guidance counselor, coach, etc., that describes the student’s academic and social maturity.

**Freshman and Sophomore Students**

Freshman and sophomore high school students are not eligible for admission, in accordance with VCCS policy. Exceptions are occasionally made, on a case-by-case basis, and must be approved in writing by the President of the College. Students who wish to request an exception to the admissions policy must submit the Request for Exception Form\(^1\) and must accompany their request with documentation of the following:

- Have an official copy of your high school transcript sent with all standardized test scores.
- Letter from the high school principal or director of guidance, which indicates the course for which you wish to register. (For high schools outside of BRCC service area, the school permission must be signed by the principal.)
- Documentation of parental permission for enrollment.

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\(^1\)Form is available from the Office of High School Enrollment, Blue Ridge Community College, to whom it should be submitted.

Revised 6/2022
Student Name: ______________________  Current Grade Level: ______
Semester Enrollment Requested: Fall ____ Summer ____ Spring____
Year of Enrollment Request: 2022____ 2023____
Student EMPLID#: ________________________________

High School Name or Homeschool: ________________________________________________

**Part I: Student Permission**
Course(s)suffix, course number and section: ___________________________________________
(Ex: SDV 100, 14567, V10)
I wish to be enrolled in the coursework at Blue Ridge Community College. I understand not all coursework is transferable to other college institutions.

I plan for any subsequent credits earned from this class to (check one): _____ count as one of my high school credits; or _____ not count towards a high school credit.

I understand concurrent enrollment is full tuition/textbook cost and high school students are not eligible for financial aid/assistance until graduating from high school.

Student Signature: ___________________________ Date: __________________

**Part II: Parental/Guardian Permission**
I understand and support my child’s decision & responsibility in participating in college level coursework at Blue Ridge Community College. I understand concurrent enrollment is full tuition/textbook cost and high school students are not eligible for financial aid/assistance until graduating from high school.

Parent Signature: ___________________________ Date: __________________

**Part III: School Counselor Permission (if applicable)**
I recommend this student for college coursework at Blue Ridge Community College.

School Counselor Signature: ___________________________ Date: __________________

**Part IV: Principal Permission (if applicable)**
I recommend this student for college coursework at Blue Ridge Community College.

Principal Signature: ___________________________ Date: __________________
**Concurrent Student Enrollment Criteria**

In Demonstrating readiness, a student must meet one of the criteria established for each type of course in which they want to be registered:

### Admission Criteria for Transfer** Non-Math Courses

<table>
<thead>
<tr>
<th>Cumulative High School GPA*</th>
<th>SAT</th>
<th>PSAT</th>
<th>ACT</th>
</tr>
</thead>
<tbody>
<tr>
<td>3.0</td>
<td>ERW Score of 480 or higher</td>
<td>ERW score of 390 or higher</td>
<td>18 or higher on English and Writing Subject area test</td>
</tr>
</tbody>
</table>

### Admission Criteria for Transfer** Math Courses

<table>
<thead>
<tr>
<th>Subject</th>
<th>High School GPA</th>
<th>SAT</th>
<th>PSAT</th>
<th>ACT</th>
</tr>
</thead>
<tbody>
<tr>
<td>Math 154</td>
<td>Cumulative 3.0 and 2.0 (C) grade or higher in a high school math course</td>
<td>ERW Score of 480 or higher and Math score of 530 or higher</td>
<td>ERW score of 390 or higher and Math score of 500 or higher</td>
<td>22 or higher on Math subject area test</td>
</tr>
<tr>
<td>Math 161 &amp; 167</td>
<td>Cumulative 3.0 and 2.0 (C) grade or higher in Algebra 2 or a higher-level math course</td>
<td>ERW Score of 480 or higher and Math score of 530 or higher</td>
<td>N/A</td>
<td>22 or higher on Math subject area test</td>
</tr>
<tr>
<td>Math 261 &amp; 261</td>
<td>Cumulative 3.0 and 3.0 (B) grade or higher in highschool precalculus or a higher level math course + instructor permission</td>
<td>N/A</td>
<td>N/A</td>
<td>N/A</td>
</tr>
</tbody>
</table>

### Admission Criteria for Career and Technical*** (CTE) Courses

<table>
<thead>
<tr>
<th>Cumulative High School GPA*</th>
<th>SAT</th>
<th>PSAT</th>
<th>ACT</th>
</tr>
</thead>
<tbody>
<tr>
<td>2.0</td>
<td>ERW Score of 480 or higher</td>
<td>ERW score of 390 or higher</td>
<td>18 or higher on English and Writing Subject area test</td>
</tr>
</tbody>
</table>

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*Cumulative GPA may be weighted or unweighted and may be self-reported

**A transfer course is any course that a college offers and will transcript in fulfillment of the requirements for a Degree or Certificate that is designed to transfer (e.g., AA, AS, AA&S, AFA, Uniform Certificate of General Studies).

***A career and technical course is any course that the college offers and will transcript in fulfillment of the requirements for degrees and certificates that are not designed for transfer (e.g., AAS, Certificate, Career Studies Certificates).