



CUYAMACA COLLEGE | HIGH SCHOOL INFORMATION SHEET

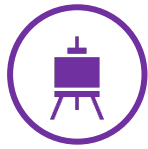
HIGH SCHOOL CONCURRENT ENROLLMENT PROGRAM

Interested in Taking College Classes? Now What?

As a high school student at Cuyamaca College, you are eligible to take up to 11 units in the Fall and Spring semesters, and 8 units for the summer term. Now that you've applied for admission, and submitted your High School Authorization Form, you might be wondering about next steps...



- Admissions and Records (A&R) requires a new High School Authorization Form **each term of attendance**. This must be submitted via email before you will be able to sign up for classes. Once cleared by A&R, you may go online to your Webadvisor/Self Service account to register for your desired courses.
- Web Advisor can be found on the Cuyamaca homepage, at the very top right of the screen, and is available to students 24 hours after applying.



- Your Webadvisor username is your **first. last name** (i.e- john.smith). This will never change. If you have a common first and last name, please check with A&R to verify your username. This information should be emailed to you within 24 hours of submitting your application as well.
- Your first-time Webadvisor password is your 6-digit date of birth (mmddyy). At the time of first log in, it will prompt you to change it.
- Your Webadvisor account gives you access to sign up for classes, pay fees, order parking permits, view grades, view required course materials, request transcripts, etc.



Things to Know:

- **Student Code of Conduct:** Students must comply with all district policies, including the Student Code of Conduct per the Cuyamaca or Grossmont College Catalogs. Student Rights and Responsibilities are also outlined there.
- **Student Communication and Records:** Students enrolled in community college courses must act independently and on their own behalf when communicating with their instructors and/or other college personnel. Under the Family Rights and Privacy Act (FERPA), college instructors and staff may not discuss student performance or college record information with parents/ legal guardians. Under Section 49061 of the California Education Code, parents/guardians of community college students do not have a right to access their children's student records without the written consent of the student. This is regardless of whether the child is under the age of 18.
- **Academic Standing and the College Transcript:** Students enrolling in courses at Cuyamaca College are establishing a permanent academic record. Students are responsible to know the deadlines for adding or dropping courses. Instructors are not required to drop students for non-attendance. Please be sure to check the website for deadline date
- Your high school must determine if college credits can be used to fulfill high school diploma requirements. Please speak to your high school counselor if you have questions about this.

Serving students with disabilities: High school students with an Individualized Education Program (IEP) or 504 Plan taking Cuyamaca College courses can access services at the Cuyamaca College DSPS office. Visit www.cuyamaca.edu/services/dsps/ for more information.

Support: Campus support services are available for all enrolled high school students. These include: counseling and advising support, placement assistance, tutoring, transfer counseling, career services, library access, and health services.

Fees: Enrollment fees are waived for high school students registered in Cuyamaca and Grossmont College courses. However, students are still subject to all other miscellaneous fees, which include: the health fee, student center fee, student representation fee, and when applicable, non-resident fees. High School students are not eligible for federal financial aid.

Fees are due at the time of enrollment and usually amount to around \$30 per term. High School students are still responsible for paying for textbooks, other required course materials, and parking permits when applicable.

Textbooks can be purchased through the Cuyamaca Bookstore or any online retailer. Once registered, students can check on their Webadvisor main menu under "my textbooks" for a list of required course materials posted from the instructor.

Canvas: Many courses require access to Canvas, our online learning management system. There, instructors post syllabi, assignments, discussion boards, or any other pertinent course information. You will have Canvas course access at the start of each semester, 24 hours after enrollment. Check with your instructor if you do not have access after this time. Canvas can be accessed here.

The Canvas user name is the same as Webadvisor: firstname.lastname

Your permanent Canvas password is your 8 digit birthday (mmddyyyy)