

I. Designated Authority

The College's Director of Admissions and Records is the designated authority responsible for the College's student admissions process.

II. Admission of High School Graduates or the Equivalent

A. Graduates of High School

Graduates of high schools are eligible for admission to El Camino College and enrollment in any course for which they are qualified. Enrollment in a course is subject to prerequisites listed in the course description and availability. Certain two-year curricula have special admission requirements (ECS 76000).

B. High School Equivalency

Students who possess the equivalent of a high school diploma are eligible for admission to El Camino College. Such equivalents include the following:

- 1) The Certificate of Proficiency, based on completion of the High School Proficiency Examination with satisfactory scores.
- 2) The California High School Equivalency Certificate (GED).

III. Admission of Non-graduates of High School

Non-graduates of high school who are 18 years of age or over may be admitted to El Camino College if it appears that they can profit from instruction at the College level.

IV. Admission of Non-Resident Students

Students who are determined to be non-residents for tuition purposes at the time of application are eligible for admission to El Camino College. Residency status is determined at the time of admission application based on the rules and regulations specified in the Attendance and Accounting Manual published by the California Community Colleges Chancellor's Office.

## **Administrative Procedure 5010 – Admissions**

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#### V. Transfer from Non-Regionally Accredited Collegiate Institution

##### 1) Credit for Units

Credit will not be given for units completed at non-regionally accredited colleges or institutions.

#### VI. Publication of Admission Policies and Procedures

Admissions policies and procedures will be published in the College catalog, in the Class Schedule, and on the El Camino College website. Additional questions will be addressed directly to the Office of Admissions and Records.

Reference: Education Code 76000