

The student must file an exemption request including a signed affidavit with the college that indicates the student has met all applicable conditions described above. Student information obtained in the process is strictly confidential unless disclosures are required under law. Documentation to support the nonresident affidavit may be required if conflicting information is provided.

Nonresident students meeting the criteria will be exempted from the payment of nonresident tuition, but are not classified as California residents.

Veterans Access, Choice, and Accountability Act (38.U.S.C. 3679(c))

Veterans Access, Choice, and Accountability Act (VACA H.R. 3230) In August 2014, President Obama signed the Veterans Access, Choice, and Accountability Act of 2014 (VACA Act), into law (Public Law No.: 113-146). Section 702 of the VACA Act (38 U.S.C. 3679(c)) requires the U.S. Department of Veterans Affairs (VA) to disapprove programs of education under the Montgomery GI Bill-Active Duty (MGIB-AD) and Post-9/11 GI Bill education benefit programs (Chapters 30 or 33, respectively, of Title 38, U.S. Code) at institutions of higher learning if the school charges qualifying veterans and dependents (covered individuals) tuition.

Incorrect Classification

A student incorrectly classified as a California resident is subject to reclassification as a nonresident and payment of nonresident tuition. If incorrect classification results from false or misleading

Educational Plan

All international students must meet with a counselor to create an educational plan before enrolling in their second semester. An educational plan is a plan of coursework needed to meet the student's goal. Once the educational plan has been completed, no changes will be allowed without prior approval from the international student designee. A copy of the educational plan must be on file with the International Student's Office in the Admissions & Records Office prior to registering for classes their second semester.

Housing

Hartnell College does not have residential facilities on campus. The international student designee will assist students in securing accommodations, but the College is not responsible for arranging housing.

Guest Students

Hartnell College international students who are accepted by another collegiate institution must enroll in a minimum of 12.0 units concurrently. A minimum of 9.0 units must be taken at Hartnell College.

Distance Learning

International students may take online courses; however, a minimum of 9.0 units must be taken at a Hartnell College campus in a regular classroom setting.

Employment

After one semester of successfully, international students may be permitted to work part-time on campus if there is urgent financial need. Off-campus employment is subject to the rules of the Immigration and Naturalization Service.

Student Responsibility

International students must be

Special Full-Time Students

1. Those enrolled in a public or private high school must meet each of the following criteria:
 - A. Written parental or guardian consent
 - B. Written school principal or designee recommendation and consent
 - C. Written approval of the governing board of the high school district in which the student is enrolled
 - D. Skill level assessment through Hartnell College placement assessment, if applicable
 - E. Written approval of Hartnell College Vice President of Student Affairs

2. Those whose age or class is equal to grades 9-12 and is enrolled in school must meet each of the following criteria:
 - A. Written parental or guardian consent
 - B. Verification of non-enrollment in high school from school principal or designee
 - C. Skill level assessment through Hartnell College placement assessment, if applicable
 - D. Written approval of the Vice President of Student Affairs
 - E. Written approval of Hartnell College Superintendent/President

Note: In addition, concurrent enrollment students completing

Transfer and External Exam Credit:

Acceptance of Credit from Other Institutions

Students may use coursework completed at other institutions to fulfill program, general education, and/or elective unit requirements for the Associate Degree or certificate programs at Hartnell College.

Colleges and Universities must ensure the quality of their programs by adhering to specific evaluation criteria established and evaluated by private educational associations called accrediting agencies. Hartnell College accepts courses from institutions accredited by the following regional agencies:

Upper Division Units

Hartnell College will accept coursework completed at the upper division level at a regionally accredited college or university under the following conditions:

1. The course must be deemed comparable to a Hartnell College course

Transfer General Education Pass along Certification

CSU GE Certification:

- CertificationŽ means that Hartnell College has verified that a student has completed the lower division general education requirements for th

		Hartnell College AA degree Credit Award				CSU			IGETC for UC and CSU	
Subject Exam	Minimum Score	Hartnell Equivalent	Hartnell Units Awarded	Associate Area		CSU GE Area ²	CSU GE Units Awarded ¹		IGETC Area ³	IGETC Units Awarded

International Baccalaureate (IB)

Students may earn units for International Baccalaureate (IB) exams with scores of 5, 6, or 7 on Higher Level (HL) exams. IB can be used to meet the Hartnell College AA GE pattern. Acceptable IB score is equivalent to units listed below. IB exams may also be used for lower division general education areas on the CSU GE and the IGETC.

Hartnell College AA degree Credit Award



CSU



College Level Examination Program (CLEP)

Students may earn units for College Level Examination Program (CLEP) exams with scores

Non-Traditional Credit

(Military Courses, MOS, DANTES, etc.)

Credit for military school experience and MOS will be limited to a maximum of 30 units commensurate with graduation requirements and course offerings. Students wishing to use military credit may request evaluation of their military credit by meeting with the Veterans Counselor. It is the student's responsibility to (1) request official transcripts be mailed directly to the Admissions Office (2) submit a copy of his/her DD214.

The following web sites may be used to request transcripts from the military branches:

The Army/ (AARTS) <https://jst.doded.mil/smart/welcome.do>

The Sailor/Marine/ACE Registry Transcript (SMART):
<http://www.nps.edu/Academics/Schools/GSEAS/Departments/ECE/Handbook/smartinfo.html>

The Comm. College of the Air Force (CCAF):
<http://www.au.af.mil/au/barnes/ccaf/index.asp>

The Coast Guard Institute <http://www.uscg.mil/hr/cgi/>

Maximum number of units awarded for non-traditional credit is 30.0 units.

Enrollment Priorities BP & AP 5055

The California Community College Board of Governors approved a policy change to establish system-wide registration priorities effort to improve student success. Students now register for courses according to an enrollment priority system as defined by Title 5 regulations and the Hartnell Community College District. BP & AP 5055

Priorities groups and registration dates are determined by the

Registration

Upon completion of the application for admission, specific registration instructions are emailed to the student. Effective Fall 2014 and thereafter, Hartnell College has established Registration and Enrollment priority procedures in accordance with Title 5, Section 58106. Students will be notified by HartnellGmail approximately 2 weeks prior to the beginning of registration.

Concurrent Enrollment Students are eligible to register after continuing and new and returning students. The completed Concurrent Enrollment packet must be submitted prior to or at the time of registration. Registration for Concurrent Enrollment students is on a first-come, first-serve basis. For specific dates, please consult the current class schedule.

Students may register using PAWS online registration www.hartnell.edu (except K-8 students). Students who miss their registration appointment time may register any day until the Thursday before the semester begins or for short-courses up until the day the course begins. Assignment of registration dates is determined based upon the following requirements:

Priority	Groups	Requirements
1	<u>Legally Mandated:</u> x Active Military/Veterans x CalWorks x Students with Disabilities Programs and Services (DSPS) x Foster Youth and Former Foster Youth (exempt of academic Standards and exceeding 100 Units) x Extended Opportunity Programs and Services (EOPS) x Homeless Students	› Fully Matriculated x Good Academic Standing x Does not exceed 100 units of HCC degree applicable units
2	District approved groups per AP 5055: x Student Athletes, x DSPS Note Takers x TRIO x HEP x SI Leaders x Dual Enrollment	› Fully Matriculated x Good Academic Standing x Does not exceed 100 units of HCC degree applicable units
3	<u>Continuing & First Time Students</u> , who have completed a Student Educational Plan (SEP). Priority in this category is based on units completed at Hartnell x 32.0 ... 60.9 units x 15.0 ... 31.9 units x 61.0 ... 99.99 units x 0.3 ... 14.9 units x 0.00 ... 29 units	› Fully Matriculated x Good Academic Standing x Does not exceed 100 units of HCC degree applicable units
4	Continuing students, new first-time students, returning students and transfer students <u>who have not completed:</u> x Assessment, Orientation, and Student Educational Plan, or x exceed 100 HCC degree applicable units. x Not in Good Academic Standing.	
5	Concurrent Enrollment (K-12)	

Required Definitions:

- ' V M M Z . B U S . J A D U M E N T U F E Completes Orientation, Assessment, and an Educational Plan (SEP).
- (P P E " D B E F N J D . . . 4 U S B C E F W O R K) Not on academic or progress probation for two consecutive terms.
- " D B E F N J D 1 S . P a c e A t t e m p t O n g 1 2 u n i t s , s t u d e n t s c u m u l a t i v e G P A f a l l s b e l o w 2 . 0
- 1 S P H S F T T 1 S . S t e r A t t e m p t O n g 1 2 u n i t s , s t u d e n t d o e s n o t c o m p l e t e m o r e t h a n 5 0 % o f t h e u n i t s a t t e m p t e d .
- 4 & 1 4 U V E F O U & E . V . D T h e p l a n O B I M e s t u b e c o n s i d e r e d c o u n t e d f o r s t u d e n t s b a s e d o n d e g r e e , c e r t i f i c a t e , o r t r a n s f e r p l a n s .
- % F H S F F " Q Q M . J . B a s e d o n u n i t s e a r n e d a t H C C . E x c l u d e s u n i t s e a r n e d f o r b a s i c s k i l l s a n d E S L .

Online Services

Personal Access Web Service (PAWS)

PAWS an online service, is available to all Hartnell students. Students can access their student information online, from home, office, or on campus by visiting the college website at www.hartnell.edu and clicking on PAWS for Students. Follow the prompts to:

- x View the Schedule of Classes for the current semester
- x Register/Add/ Drop Classes Obtain and print your grades from previous semesters
- x Obtain and print a copy of your unofficial transcript
- x Obtain and print our Assessment results
- x Obtain and print a copy of your current class schedule
- x Update your home address, phone number and email address
- x Check your financial aid status
- x Pay for your classes

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STEP 1: APPLY NOW

Complete and submit the Hartnell College Application for Admissions online at

PREREQUISITES, COREQUISITES & ADVISORIES

PREREQUISITES

Prerequisite indicates students have knowledge or skill preparation considered necessary for success in a course. Prerequisite requirements must be met in order to register for some college courses. A college course prerequisite is defined to mean a condition of enrollment that a student must meet in order to register in a course or program. (CCR T.5 55200) It is the student's responsibility to be certain that s/he has met the necessary prerequisite(s) for any course enrolled in. The student will be dropped from any class where it is verified that the required prerequisite has not been successfully completed.