

CITRUS COMMUNITY COLLEGE DISTRICT STUDENT SERVICES

AP 5055 ENROLLMENT PRIORITIES

References: Title 5 Sections 51006, 56232, 58106, and 58108; 42 U.S. Code Section 12101

Enrollment in courses and programs may be limited to students meeting properly established prerequisites and co-requisites. [See BP and AP 4260 titled Prerequisites and Co-requisites.]

Enrollment may be limited due to the following:

- health and safety considerations
- facility limitations
- faculty workload
- availability of qualified instructors
- funding limitations
- regional planning
- legal requirements
- contractual requirements

Citrus Community College District has established priorities for student registration which enables students to complete their educational goals in a timely manner and allows for special assistance to those students identified in the Education Code and Title V. When enrollment must be limited, priorities for determining who may enroll are:

1. Citrus College shall provide enrollment priorities to qualified Disabled Student Programs and Services (DSPS) and Extended Opportunity Programs and Services (EOPS) students over continuing, new or returning students. Students identified as Veterans will receive priority over continuing, new or returning students.
2. Continuing students will be given priority for registration over new and returning students. Among continuing students, priority will be as follows:
 - a. Students enrolled in the Honors Program and taking the approved number of Honors Courses.
 - b. Student athletes in their second semester of enrollment.
 - c. Other continuing students, based on units completed and current enrollment. Those students with the greatest number of completed units register first.

- d. Students who are on progress probation will register following other continuing students.
3. New and Returning Students.
- a. New students accepted into the Honors Program.
 - b. Student athletes in their first semester of enrollment.
 - c. Students who have completed the matriculation components of admissions, orientation, assessment, and advisement, or who are exempt from those components, will have priority over students who have not completed the matriculation activities.
 - d. Students who have not completed matriculation activities will register following those who have completed the required components.

In order to receive consideration for priority registration, a student must be identified as eligible before registration appointments are generated each term.

Any student who is a member of an active or reserve military service and who receives orders compelling a withdrawal from courses will be reinstated to their previous priority status upon their return.

Board Approved 07/21/09