

Coast Community College District
Administrative Procedure
Chapter 5
Student Services

AP 5055 Enrollment Priorities

References:

Education Code Sections 66025.8, 66025.81, 66025.9, 66025.91, 66025.92, and 66025.92;
Title 5 Sections 51006, 55031, 58106, 58108

The following framework is implemented to establish priority registration for all three Colleges within the District.

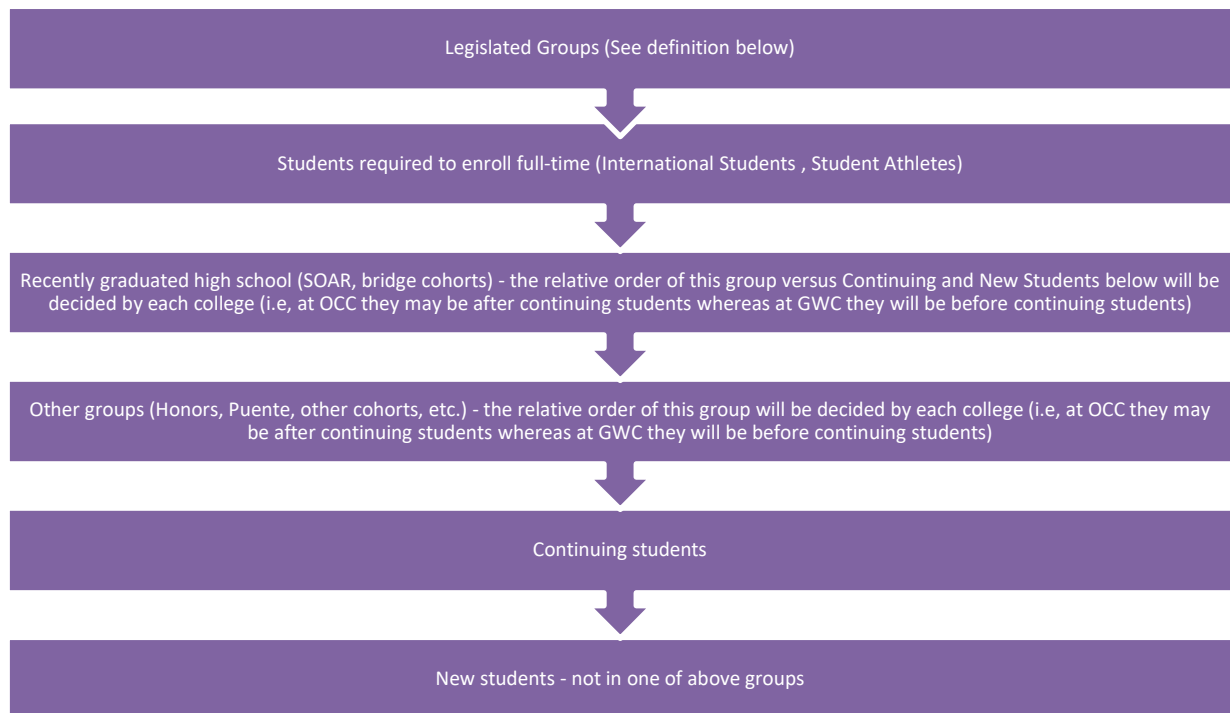
Group 1-Priority Registration:

Students who have completed orientation

& have an approved abbreviated or comprehensive Student Education Plan (SEP) with a specified Course of Study that leads to an Associate Degree (AA, AS, ADT), transfer, or State-approved Certificate of Achievement or career advancement (See definition below)

& in good academic and progress standing (continuing students not on academic or progress probation for two consecutive terms as defined in section 55031)

& have not earned 100 degree applicable units or more within the District (transfer units are not counted towards the 100 degree applicable units)

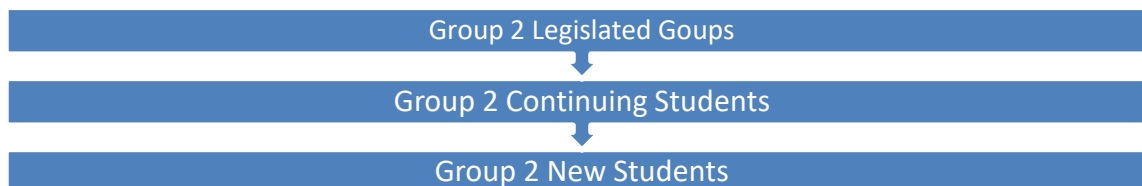


Group 2:

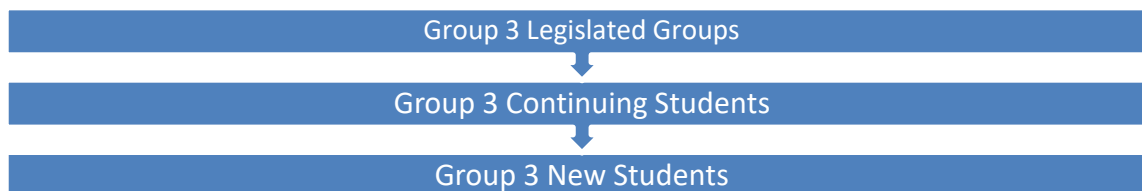
*Students who have completed orientation & have an approved abbreviated or comprehensive SEP but do **NOT** have a specified Course of Study that leads to an Associate Degree (AA, AS, ADT), transfer, or State-approved Certificate of Achievement nor seeking career advancement.*

& in good academic standing

& have not earned 100 degree applicable units or more within the District (transfer units are not counted towards the 100 degree applicable units)

**Group 3:**

All students who do not meet the requirements for Group 1 or Group 2

**Group 4:**

Concurrently enrolled high school students

Open Registration

If a student does not qualify for priority registration, a student may petition to have their priority registration reinstated by completing and submitting a District Petition to Reinstate Priority Registration, available on each of the College's web sites.

Definitions:

An **abbreviated education plan** is one or two terms in length and is typically used for entering first time students, students on academic or progress probation, or students who have short term educational goals at the college (short term CTE certificates, ESL, or basic skills). For the DSPS program, the Student Education Contract may be used to meet the abbreviated education plan.

A **comprehensive education plan** is at least two terms in length, reflects a sequence of courses required to achieve the student's declared course of study, and includes the provision of counseling as required per Title 5, Section 55524(b)2.

Career advancement, as defined by the District for the purposes of identifying students for priority registration, is any student who has met with or consulted with a counselor to develop an abbreviated or comprehensive education plan.

Legislated Groups include the following:

- A member or veteran of the Armed Forces of the United States and who is a resident of California, as specified in Education Code Section 66025.9;
- A student parent who has a child or children under 18 years of age who will receive more than half of their support from that student;
- A foster youth, former foster youth who is not older than 25 years of age at the commencement of the academic year, as specified in Education Code Section 66025.9; Students in this group are not subject to the conditions noted above for priority registration.
- A verified homeless youth or former homeless youth under 25 years of age at the commencement of the academic year, as specified in Education Code Section 66025.9;
- A student who has been determined to be eligible for Disabled Student Programs and Services;
- A student who is receiving services through Extended Opportunity Programs and Services;
- A student who is receiving services through CalWORKs;
- A student who is a Tribal TANF recipient; and
- A student receiving services from a program funded by Rising Scholars Network funds.

Ratified February 19, 2014
Ratified December 14, 2016
Ratified May 6, 2020
Ratified June 18, 2025