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|------------------|-------------------------------------|-------------------------------|-------------------------------------|
| Policy Change | <input type="checkbox"/> | Constituency Group Review | <input checked="" type="checkbox"/> |
| Procedure Change | <input checked="" type="checkbox"/> | District Council | <input type="checkbox"/> |
| New Policy | <input type="checkbox"/> | Board 1 st Reading | <input type="checkbox"/> |
| New Procedure | <input type="checkbox"/> | Board 2 nd Reading | <input type="checkbox"/> |
| <u>Comments:</u> | | <u>Referred to:</u> | |

KEY:
BOLD= new language
~~strikethrough=~~ delete language

Internal request to review registration priorities

Edited:
6/12/13

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Policy

5055 Registration Priorities

All courses of the District shall be open to enrollment, subject to a priority system that may be established. Enrollment also may be limited to students meeting properly validated prerequisites and co-requisites, or due to other, practical considerations.

The Chancellor shall establish procedures defining enrollment priorities, limitations, and processes for student challenge, which shall comply with Title 5 regulations.

References:

Title 5, Sections [58106](#); [58108](#)

Adopted: June 28, 2004

Administrative Procedure

5055 Registration Priorities

Registration priorities shall be based on the following criteria.

For registration priorities 1 through 4 the following academic standards apply: Students who are fully matriculated, and who have no more than 100 degree applicable units, and who are in good academic status.

1. New & Continuing Active duty Military, Veterans and former foster youth Students

2. New & Continuing EOP&S & DSPS Students

3. New and Continuing Students meeting eligibility and participation requirements for programs designated by the colleges

4. Continuing & New Students

5. Continuing & New Student who:

- a. Are not fully matriculated
- b. Have no more than 100 degree-applicable units
- c. Are in good academic status

6. All Other Students are assigned Open Registration

~~7. Students meeting eligibility and participation requirements for programs with mandated registration priority: DSPS, EOPS, and Veterans.~~

~~8. Students meeting eligibility and participation requirements for programs designated by the colleges: TRIO; First-Year Experience; Student Athletes; and, at Columbia College only, students who have filed notice of intent to graduate.~~

~~9. Continuing students as follows:~~

~~a. Students with 0 to 80 local units, with priority determined by local units.~~

~~(i.e. additional units increase priority)~~

~~b. Students with 80.5 to 160 local units, with priority determined by the following formula:~~

~~80 minus (the number of local units in excess of 80) *~~

~~(i.e. additional units beyond 80 decrease priority)~~

~~10. Continuing students who have completed and have in progress more than 160 local units.~~

~~11. New and returning students who have completed special enrollment matriculation activities, identified by each college (i.e. StartSmart at Modesto Junior College and X-Reg at Columbia College).~~

~~12. New and returning students based on date their completed admissions application is received.~~

~~13. Continuing advanced admissions students, based on local units completed and units in progress.~~

1 ~~14. New and returning advanced admissions students based on date their completed admissions~~
2 ~~packets are received.~~

3 ~~* Example for Category 3b: If a student has 95 local units, that's 15 over the peak value of 80.~~
4 ~~Using the formula, $80 - 15 = 65$. Therefore, the student with 95 units will have the same registration~~
5 ~~priority as one with 65 units. Additional units will further reduce registration priority.~~

7 **Appeals: Students may appeal for Enrollment Priority in accordance with the established college**
8 **procedure.**

10 *Definitions:*

- 11 • *For this procedure, "local units" refers to only units completed or in progress at Modesto Junior*
12 *College for Modesto's registration priority, and only units completed or in progress at Columbia College*
13 *for Columbia's registration priority.*
- 14 • **Fully Matriculated: Student who completed Orientation, Assessment, Student Educational Plan by**
15 **the established deadline**
- 16 • **Last Term: Students who are going to be registering in their last term and complete an appeal**
17 **within established timeline.**
- 18 • **All Other: Continuing students not meeting academic conditions; concurrently enrolled high school**
19 **students**

20 **References:**

21 Title 5, Section [58106](#), Education Code Section [66025.8](#)

24 **Procedure Last Revised:** January 14, 2009, May 16, 2011