

AP 5052 Open Enrollment

Reference:

Title 5 Sections 51006, 58106 and 58108

All courses of the District shall be open to enrollment in accordance with BP 5052 and a priority system consistent with AP 5055 titled Enrollment Priorities. Enrollment may be limited to students meeting properly validated prerequisites and co-requisites, or due to other non-evaluative, practical considerations as determined by the college counselors.

Students are not required to participate in any pre-registration activities not uniformly required, and no registration procedures are used that result in restricting enrollment to a specialized clientele, except as provided for in AP 5055 titled Enrollment Priorities.

A student may challenge an enrollment limitation on any of the following grounds:

1. The limitation is unlawfully discriminatory or is being applied in an unlawfully discriminatory manner;
2. The District is not following its enrollment procedures;
3. The basis for the limitation does not in fact exist.

No student is required to confer or consult with or required to receive permission to enroll in any class offered by the District, except as provided for in AP 5055 titled Enrollment Priorities.

Examples of limited enrollment in specific courses/programs include:

1. Students meeting properly established pre-requisites and co-requisites. (See Board Policy and Administrative Procedure 4260 regarding pre- and co-requisites.)
2. Course/program limitation based on:
 - A. Health and safety considerations
 - B. Facility limitations
 - C. Faculty workload

- D. Availability of qualified instructors
- E. Funding limitations
- F. Regional planning
- G. Legal requirements
- H. Contractual requirements

When enrollment must be limited, priorities for determining who may enroll are based on the following:

1. limiting enrollment to first come, first served, or other non-evaluative selection techniques;
2. limiting enrollment using a registration procedure authorized by the Education Code, Title 5, or any other law/regulation;
3. in the case of intercollegiate completion, honors courses, or public performance courses, allocating available seats to those students judged most qualified;
4. limiting enrollment in one or more sections to a cohort of students enrolled in one or more other courses, provided that a reasonable percentage of all sections of the course do not have such restrictions;
5. with respect to students on probation or subject to dismissal, enrollment may be limited to a total number of units or to selected courses, or require students to follow a prescribed educational plan. (See also Board Policy /Procedure 4250, titled Probation, Dismissal and Readmission).