



Administrative Regulation
Chapter 5 – Student Services

AR 5010 ADMISSION ELIGIBILITY

All students must submit an application for admission. Admission information (policies and procedures) is available in the Admissions and Records website, College catalog and class schedule. Some SMC programs (such as Nursing, Respiratory Care and Baccalaureate degree programs) may require an additional admission application and process.

Admission Eligibility for Credit Programs

Authority to oversee the admission of eligible students is delegated to the Dean of Enrollment Services or designee. The Dean of Enrollment Services or designee shall be responsible for evaluating the validity of a student's high school completion if the College or the United States Department of Education has reason to believe that the high school diploma is not valid or was not obtained from an entity that provides secondary school education.

Students eligible for regular admission to the College must be 18 years of age or older or must possess a high school diploma from a U.S. regionally accredited institution or from a foreign high school, or a GED, or California High School Certificate of Proficiency, or California Proficiency Program, or the equivalent.

Any other person who is at least 18 years of age, or any apprentice, as defined in Labor Code Section 3077, whom in the judgment of the Dean of Enrollment Services, can benefit from the instruction offered at the College may be admitted.

Students under the age of 18, who have completed high school from a U.S. regionally accredited institution or from a foreign high school, or possess a GED, or a California High School Certificate of Proficiency, or a California Proficiency Program, or the equivalent, may be admitted as regular students, but shall submit official proof of completion to the Admissions and Records Office in order to remove the "Under 18" years of age hold from the student's record. This hold prevents all enrollment transactions.

Students who previously attended but have missed two consecutive semesters (fall or spring) must submit a new application for admission.

Each person applying for admission or enrollment is classified as a resident or a nonresident for purposes of admission and/or tuition. The "residency determination date" is the day immediately preceding the first day of instruction of the term.

Residence classification procedures and exemptions are outlined in AR 5015 Residency Determination, AR 5013 Residency Determinations for Military Personnel and Dependents and AR 5020 Nonresident Tuition and Exemptions.

- A resident is a person who is eligible to establish California residency for tuition purposes or who has resided in California for at least one year before the first day of instruction for the term the student plans to attend and who established a legal residence in California prior to the residency determination date.
- A nonresident is a person who has not resided in the State for more than one year prior to the first day of instruction for the term the student plans to attend and who has not established legal residence or is not eligible to establish California residency for tuition purposes.

Students interested in participating in the high school concurrent (and/or dual enrollment) program are subject to admission requirements outlined in AR 5011 Admission & Concurrent Enrollment of High School & Other Young Students.

Admission Eligibility for Noncredit Programs

Students eligible for admission to noncredit programs must be 18 years of age or older or must possess a high school diploma from a U.S. regionally accredited institution or a foreign high school, or a GED, or California High School Certificate of Proficiency, or California Proficiency Program or the equivalent.

A student seeking to enroll exclusively in noncredit courses, such as career development and college preparation courses, may be admitted to the College once a noncredit application is completed. These students shall not be subject to the residency determination requirements prescribed in AR 5015 Residency Determination.

Students attending Santa Monica College with F-1/F-2 international status shall not be admitted to noncredit programs.

Admission of F-1 and F-2 Status Students

Applications will be accepted from those who wish to enter Santa Monica College with an F-1 or F-2 status. F-1 and F-2 students will be admitted for all terms. Admission requirements for F-1 and F-2 students are noted in AR 5012 International Students.

The admission of eligible F-1 status students is delegated to the Dean of International Education or designee.

F-1 students are required to enroll in credit programs of 12 or more units in the fall and spring terms. F-1 students admitted for winter or summer terms must enroll in 4 or more units their first term.

F-2 students are limited to enrolling on a less than full-time basis.

Neither F-1 nor F-2 students may enroll in noncredit courses in accordance with noncredit funding requirements.

Also see AR 5011 Admission & Concurrent Enrollment of HS & Other Young Students, AR 5012 International Students, AR 5013 Residency Determinations for Military Personnel and Dependents, AR 5015 Residency Determination, AR 5020 Nonresident Tuition and Exemptions and AR 5030 Fees and Refunds

References:

Education Code Sections 46100 et seq., 48800, 48800.5, 76000 et seq., and 78030-78034;

Title 5 Sections 54002 and 55093

34 Code of Federal Regulations Section 668.16(p) (U.S. Department of Education regulations on the Integrity of Federal Student Financial Aid Programs under Title IV of the Higher Education Act of 1965, as amended)

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(Replaced former SMC AR 4111.3)