

High School Student Enrollment Policies and Practices at UAF, UAA and UAS

See the September 2012 Board Agenda item Secondary student enrollment

(http://www.alaska.edu/files/bor/120927Ref13_Dual_Credit_Policies_Practices.pdf) for more complete information.

P10.05.010. Enrollment and Admission Requirements.

The University of Alaska will have an open enrollment policy allowing students to register for courses for which they have an adequate background. Requirements for enrollment into courses will be limited to those that indicate a student is sufficiently prepared. Additional requirements may be made for formal admission into degree and certificate programs approved by the board as well as other training programs. Requirements for enrollment in classes and admission into programs will be recommended by the program faculty and approved by the MAU chief academic officer.

There are no University Regulations on this issue because the above policy empowers program faculty and the MAU chief academic officer in this area.

The faculty and the MAU chief academic officers (provosts) note the following principles and consultations in establishing secondary student enrollment processes:

- a) Processes focus on student success
- b) Appropriate student maturity for course
- c) Processes are typically developed in consultation with school districts so differences occur

High School Student Enrollment Requirements Set by the Faculty and approved by the Provosts at each MAU

Requirement	UAA	UAF	UAS
Student must meet course prerequisite requirements.	Yes	Yes	Yes
Limited to 7 credits per semester.	No; only allowed to enroll in 7 credits during early registration but can enroll in up to 19 credits beginning the first day of class.	No	Yes
Student may enroll in pre-college courses (numbered 050-099).	Yes	Yes	No; exceptions may be approved by instructor.
Student may enroll in upper division courses (300 level or above).	No; exceptions must be approved by the course instructor, department chair, and dean, director or designee.	Yes	Yes
Student must have a cumulative high school grade point average of at least 3.0	No	No	Yes; exceptions may be approved by the course instructor.
Student must earn a grade of at least C from each course to register for future semesters.	Yes	No	No
Signatures required.	Secondary School Student and Parent/Guardian Statement of Understanding requires student and parent/guardian signature, instructor approval, and registrar signature.	High school enrollment form requires student and parent signatures and instructor or department chair approval.	Student, parent, high school counselor (if appropriate), UAS advisor, instructor and, if the student is under 16, the Dean.
Student must adhere to student code of conduct and institutional policies and regulations to continue enrollment.	Yes	Yes	Yes