

# SAN MATEO COUNTY COMMUNITY COLLEGE DISTRICT HIGH SCHOOL CONCURRENT ENROLLMENT PROGRAM

## About Concurrent Enrollment

Concurrent Enrollment is a special program designed to provide current high school students, who are enrolled in the 9th grade or above, the opportunity to get an “early start” on their college experience. It is not intended for purposes of remediation or for taking courses already offered at the high school. College enrollment fees may be free to California residents (see fees section below).

Student participation in Concurrent Enrollment must be approved (in writing) by the parent or guardian and the high school principal or designee. The college does not assume any responsibility if a student makes changes in his/her class schedule. The college makes the final decision regarding admission to the program.

Please check the following sites for college and program information:

**Cañada College:**  
[canadacollege.edu/ce](http://canadacollege.edu/ce)

**College of San Mateo:**  
[collegeofsanmateo.edu/ce](http://collegeofsanmateo.edu/ce)

**Skyline College:**  
[skylinecollege.edu/ce](http://skylinecollege.edu/ce)

## Steps to Enrollment

Before you get started on your academic journey, you will need to complete the following steps:

### 1. College Application - How to Apply

Choose the college and term you plan to attend and follow the directions to apply.

**Cañada College:**

[canadacollege.edu/ce](http://canadacollege.edu/ce)

**College of San Mateo:**

[collegeofsanmateo.edu/ce](http://collegeofsanmateo.edu/ce)

**Skyline College:**

[skylinecollege.edu/ce](http://skylinecollege.edu/ce)

Once your application has been accepted by the college, you will receive an email notification to your personal email account, containing your new student ID number (G-number) and instructions to access your student portal (One Login) and college email account. All notifications will be sent to your college email after you register into your classes and the semester begins.

### 2. See Your High School Counselor

Meet with high school counselor to determine whether the course recommended require prerequisites, and to discuss courses eligible for credit towards high school graduation and to receive approval to participate.

### 3. Assessment

Some courses have prerequisites or require placement through other assessment methods. For assessment information, visit your college website.

You will need the following information to successfully complete your College Connection Form:

- The Course Number (CRN) of any class you plan to take.  
You can find the CRN within our online course catalog: [webschedule.smccd.edu](http://webschedule.smccd.edu)
- Your parent/guardian's email address. Once you submit your College Connection form we will send them an email to approve your participation in the program.
- Your high school or adult school counselor's email address. Once you submit your College Connection Form we will send them an email to confirm your participation in the program.

### 4. Submit your College Connection Form via Student Success Link

- Log into the One Login ([smccd.onelogin.com](http://smccd.onelogin.com))
  - Use your username provided in your admissions email
- Select: Student Success Link
- Select: College Connection Form
- Follow the steps to submit your College Connection form and click CONFIRM on the last page
- Please contact a member of your team under "My Teams" in the Student Success Link if you have any questions

### 5. Register for Classes

Once your College Connection Form has been approved, you will receive an email containing information regarding the registration process and the date when you can begin registering for classes. You can also view your registration date in your WebSMART account at [websmart.smccd.edu](http://websmart.smccd.edu)

## Fees

**Enrollment and Health Fees:** High school students enrolled in 11 units or fewer are not required to pay the Enrollment Fee and Health Fee. If you register for 11.5 units or more you are responsible for paying all the fees associated with your enrollment.

**Materials & Course Access Fees:** Some courses may require payment of a materials fee (See course description in class schedule). Students are expected to purchase their own textbooks as recommended or required for their college courses. This includes any Inclusive Access textbook fees that are required for the class.

**Parking Fee:** To park a motor vehicle (excluding motorcycles) on campus Monday-Friday, students are required to pay a parking fee. Students may purchase semester-length or two-term (fall/spring) parking permits online via WebSMART at [websmart.smccd.edu](http://websmart.smccd.edu). Daily permits are also available at permit dispensers on campus. Learn more at: [smccd.edu/publicsafety/parkingregulations.php](http://smccd.edu/publicsafety/parkingregulations.php)

Fees are subject to change. Payment for any assessed fees should be paid online at [websmart.smccd.edu](http://websmart.smccd.edu).