

# Request for Special Admission (Under the Age of 18)

**Eligibility:**

Special Admission to Glendale Community College **may** be granted to any person **under the age of 18** who meets one of the following classifications. Admission shall be considered on an **individual basis** and upon written concurrence of the student, parent or guardian, and Dean of Enrollment Services at the college. The college reserves the right to enroll students in courses. Students must **renew** admittance eligibility **each semester** they wish to be enrolled in the Special Admission program.

**1. Test Score Achievement**

- a. ACT (American College Test) composite of 22 or more **OR**
- b. SAT (Scholastic Aptitude Test) composite (verbal and math) of:
  - SAT I - 950 or more, or
  - SAT II - 500 or more

**2. "Special Admission"**

May be granted to a student who:

- a. Is beyond the age of compulsory attendance and has met the established requirements for the courses for which he/she plans to enroll based on the college assessment examinations, or
- b. Is under the age of 18 and has taken the appropriate college assessment tests in order to demonstrate knowledge of the necessary academic skill level to benefit from the course, or
- c. Is a participant in a special program sponsored by the admitting college.

The final decision for admission and enrollment to any class will be determined by the Dean of Enrollment Services in consultation with the department chairperson.

**NOTE:** Students in the Special Admission program are expected to be fully acquainted with and comply with all current published policies, rules, and regulations.

**Required Admission Documents:**

**All** students requesting Special Admission to Glendale Community College must submit the following documents:

- Request for Special Admission form
- Student Information Form (SIF)
- Unofficial high school transcript—including courses and grades in progress
- Letter from the student stating reason(s) for enrollment
- ASSET test scores (Check [Schedule of Classes](#) or call 623.845.3058 for assessment times.)

Students qualifying for the **Test Score Achievement** classification must **also** provide:

- Original copy of ACT or SAT test scores

**College Use Only:**

**Supporting Documents:**

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| <p>_____ Request for Special Admission form</p> <p>_____ Application for Admission form</p> <p>_____ Unofficial high school transcript</p> <p>_____ 9-week grades (if applicable)</p> | <p>_____ Letter from student</p> <p>_____ ASSET scores</p> <p>_____ ACT or SAT test scores<br/>(for Test Score Achievement only)</p> |
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| <p><input type="checkbox"/> Enrolled, please approve.</p> <p><input type="checkbox"/> Not enrolled, requires approval.</p> | <p><input type="checkbox"/> Holding for semester grade(s).</p> <p><input type="checkbox"/> _____</p> |
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