



Rio Hondo College Matriculation Exemption Request Form

Purpose of this Form

In accordance with Title 5 §55520, students who plan to enroll at Rio Hondo College are to be provided with Core Matriculation Services: Assessment, Orientation, and Counseling/Advising Services. New students who do not complete core matriculation services are not eligible for Priority Registration. Pursuant to Title 5 §55532, students may be exempt from some or all of the components of matriculation if they meet certain criteria.

Students who are exempt from all of the components of matriculation must submit a Matriculation Exemption Request Form at least 3 days before the start of the registration date to receive Priority Registration.

Instructions

Please complete the information below and submit the completed form with all supporting documents to the Admissions and Records Office-SS120. Please allow three business days for processing.

Student Information

Name: _____	Student ID#: _____
Address: _____	DOB: _____ Phone: _____
_____	Email: _____

I am requesting exemption from Assessment Services, Orientation, and Counseling/Advisement

Reason	Minimum Supporting Documentation
<input type="checkbox"/> I have earned an AA/AS degree or higher	❖ Official college transcripts
<input type="checkbox"/> I am a new or returning student who will not take more than 12 units at this time and want to take activity skill building, job skills, or personal growth classes.	Initial here: _____
<input type="checkbox"/> I am a full-time student at another college/university and plan to take no more than 6 units at Rio Hondo College	Course Title: _____ Course Title: _____

❖ **Official transcripts must be mailed directly to the Admissions & Records Office. Hand carried transcripts will not be accepted.**

I certify that the information provided is true and correct to the best of my knowledge. I understand that I may request to participate in these matriculation components at a later date.

Signature: _____ Date: _____

FOR OFFICE USE ONLY:

APPROVED DENIED

Processed by: _____

Date: _____