## **Information & Application Process**

Before returning this petition, it is important to read the following information and requirements below.

#### **General Information**

- 1. Rio Hondo College provides mathematics courses for middle and high school students wishing to complete a year of mathematics during the summer.
- 2. Record of math academy course(s) will not appear on the Rio Hondo student's credit transcript. Students who drop the class will not receive a passing grade from Rio Hondo. Rio Hondo will only provide a Pass or No Pass on noncredit transcripts. Whittier Union High School District (WUHSD) will only accept a "B" as a passing grade during the summer.
- 3. Attendance on the first day of class is mandatory. Students with excess absenteeism will not earn a passing grade. It is the students' responsibility to know the attendance standards. Students with 3 or more absences will be dropped from the class. Students not attending class meetings may lose their seat to another student.
- 4. Students are expected to participate in all course activities, including field trips, if applicable.
- 5. Homework, classwork, group assignments and class presentations will be expected. These activities will be required of all students. After-school tutoring for additional support is strongly encouraged.
- 6. Students must abide by the Student Code of Conduct.

### **Application Process**

#### **Step 1 – Returning Students**

• Returning students only have to return this petition with all the information filled out, including your Rio Hondo student ID #.

#### Step 1 - New Students

- New students MUST complete an online application at <a href="richondo.edu/continuing-education/get-started/">richondo.edu/continuing-education/get-started/</a> The link will direct you to create a <a href="Noncredit Application">Noncredit Application</a> for admission to college for CCCApply. New students will be asked to "create an account" if you have never been a Rio Hondo student.
- Begin answering the questions on the California Community College website. You will need an email account.
  - 1. Enter your personal information such as legal name, date of birth and social security number/ taxpayer identification number. If you do not want to input your social security number/ taxpayer identification number you can click "No", I do not have a social security number or taxpayer identification number, or "I decline to provide one at this time" and check the box that appears at the bottom. Then click "continue".
  - 2. Enter your contact information such as email, telephone number and permanent address. Once you have entered this information click "continue".
  - 3. You will be asked to create a username and password, security pin and three security questions. This information will be needed when you login to your account, recover your account password or username. Once you have entered this information you will click "I am not a robot"; verify by clicking on images then click "Create my Account". Save this information in a secure place.
  - 4. Once you have created your account, you will receive an "account created" notification/email with your CCC ID number. Click "continue" to complete your CCC Application.
  - 5. Make sure you select "<u>Summer" for the term you will attend.</u> Enter your educational goal, intended major or program of study. Answer as much as you can. Click "continue" when done.
  - 6. Verify your information. Click "continue" when done.
  - Next step will ask you to input your education information such as your college enrollment status, high school
    education and last school attended. Indicate the high school you are currently attending. Click "continue" when
    done
  - 8. The following pages will ask you for your preferred language, demographic information, supplemental questions on employment, household income and other questions. Answer as much as you can or skip them and click "continue" when done.
  - 9. Click "review my application" and make sure all the information is accurate. You will be asked if you want to consent to release the information you just answered. To submit your application, click on the two boxes that appear at the bottom, "submit my application".
  - 10. Upon submitting the application, you will see a confirmation screen. Take a screenshot of the screen and save it for your records. You will also receive an email confirmation within 24 to 48 hours from Rio Hondo College. This email will contain your student ID number.

#### Step 2 - Complete this Form

Complete the front of this form with your information. Obtain your parent/guardian signature and return it to Rio Hondo
College Continuing Education, room 901 at 9426 Marjorie Street, Pico Rivera, CA 90660 or to your Counselors Office.
You will receive an email from the Math Academy administration informing you of your enrollment status and class
information prior to the first day of class.

#### **Step 3 – Attend Classes After Enrollment Verification**

- Make every effort to attend all your classes during the summer.
- Notify your instructor if you are unable to attend class and make the necessary arrangements to make up missed work.



# **MATH ACADEMY PETITON**



STUDENT INFORMATION & ACKNOWLEDGEMENT					
Student Name:			Date of Birth:	RHC Student ID Number:	
Last	First	M.I.			
Address:			City:	Zip Code:	
Name of School			Current	Student	
Currently Attending:			Grade Level:	Phone #:	
Have you attended the Rio Hondo Math Academy before? YES ☐ Complete this petition and return to the Counseling office.  NO ☐ Follow instructions behind petition form. Must obtain a Rio Hondo ID number prior to submitting this petition.					
Current math class enrolled in:			1 <sup>st</sup> semester grade received:		
Student Acknowledgement: I understand I am responsible for knowing and following the Rio Hondo College code of conduct and academic policies. I have read and understand the expectations and responsibilities outlined in the back of this petition and I agree to all conditions.					
Student's Signature:			Date:		
I wish to enroll in the following courses:			I wish to attend the Math Academy at:		
☐ Pre-Algebra I A&B ☐ Algebra I A&B ☐ Geometry A&B ☐ Algebra II A&B ☐ Pre-Calculus A&B ☐ Pre-Calculus A&B			☐ California HS ☐ LA Serna HS ☐ Pioneer HS ☐ Santa Fe HS ☐ Whittier HS		
**NOT all levels of math will be scheduled at all WUHSD locations. Rio Hondo will work to provide classes where there is a core necessity.					
I certify I am the parent or legal guardian of the above-named student. I have read the Math Academy Noncredit petition information and understand the responsibilities and expectations of my child attending the Rio Hondo College Math Academy. I understand Rio Hondo College will share academic grades/records for Math courses in accordance with the Family Educational Privacy Rights Act (FERPA), Education Code Sections 76200-76246 and regulations at 34 CFR Part 99 with WUHSD. I further certify I have read the Math Academy Noncredit petition information and understand the responsibilities and expectations of my child attending the Rio Hondo College Math Academy. I hereby grant my approval for the above-named student to attend the Rio Hondo College Math Academy.					
Parent/ Legal Guardian Name: Signature:					
Phone Number: Emergency Number (if different than Parent/Guardian):					
Email: Date:					
Office Use Only					
CRN	CRN	Approved B	Y WUHSD Counselor:	Administration and A&R:	
□ &	Pre-Algebra				
□ &	Algebra I				
□ &	Geometry				
□ & <u> </u>	Algebra II				
¬ <b>2</b> .	Dro Calculus			1	

# Continuing Education 9426 Marjorie Street, Pico Rivera, CA 90660 (562) 222-1482