



THE LANGUAGE FLAGSHIP

Creating Global Professionals



CONCURRENT ENROLLMENT FALL 2017

Attention Students

Enroll now for Fall

Advanced Chinese Courses at CCSF

What is Concurrent Enrollment for Advanced Chinese Courses?

- Students with advanced Chinese proficiency may concurrently enroll in Mandarin courses at City College of San Francisco (CCSF) to receive BOTH high school and college credit at the same time.
- Tuition is Waived- FREE!

Who should enroll?

Students with Chinese proficiency may participate including:

- Graduates of K-8 Cantonese or Mandarin Immersion programs
- Native Chinese speakers (Cantonese, Mandarin or other dialect) who have been educated in a Chinese-speaking country
- Students educated in an English-speaking country whose primary language is a Chinese dialect
- Students who have acquired strong proficiency in Chinese as an additional language
- Students who have successfully completed AP Chinese

Why should you participate?

This Chinese Program has many benefits for students:

- ✓ Maintain and advance your Chinese, so you are fully bilingual and biliterate; pursue a Chinese minor; receive job offers based on bilingualism.
- ✓ Experience a college environment
- ✓ Earn college credits while in high school. Enter college with credit already accumulated.
- ✓ Most courses are CSU/UC transferrable.
- ✓ Strengthen your college admissions application by demonstrating success in actual college courses.
- ✓ Boosts GPA with an honors point.

Student Expectations:

Students must fully commit to completing the course by attending every session and completing all assignments. Students must also complete all required paperwork. If necessary, students must initiate the process to drop or withdraw from the course by contacting Carla Trigueros- academy@ccsf.edu

FALL 2017 ADVANCED CHINESE COURSES

Course	Schedule, Spring 2016	Class Description	Recommended Placement
CHIN 30A - 3 units CRN 76834, Section 001 Advanced Intermediate Chinese	Thursday, 4:10-7pm Location: Ocean Campus, ART 307 Instructor: Josephine Tsao	Intermediate training in written and spoken Mandarin with emphasis on reading and composition. Linguistic ability in both English and Chinese are used as a basis for increasing vocabulary and enhancing reading and writing skills through short stories, poems, essays and compositions. UC/CSU	Students who have formally studied Mandarin through Chinese school, K-8 Mandarin Immersion or possibly K-8 Cantonese Immersion with formal Mandarin as an additional language equivalent to passing AP Chinese. Demonstration of oral fluency in a Chinese dialect (including standard Mandarin) and knowledge of 450 Chinese characters.
Chin 31A - 3 units CRN 74579, Section 001 Intermediate Mandarin Chinese for Bilingual Students	Thursday, 4:10-7pm Location: Ocean Campus, ART 309 Instructor: Hsin-Yun Liu	Intensive training in written and spoken Mandarin with emphasis on reading and composition. Linguistic ability in both English and Chinese are used as a basis for increasing vocabulary and enhancing reading and writing skills through short stories, poems, essays and composition. Intermediate training in written and spoken Mandarin. UC/CSU	Students who have significant formal Mandarin Or oral fluency in at least one Chinese dialect other than standard Mandarin AND knowledge of approximately 800-1000 Chinese characters. UC/CSU

STEPS TO ENROLL

Step 1: Attend Outreach Workshop & CCSF Online Application – Monday, April 10th
****Please bring placement test and survey results with you****

Step 2: Complete **Enrollment Packet** including **CONSENT FORM with signatures**

Step 3: Submit **Enrollment Packet** by **April 28th**! by one of the following options:

Fax to: 415-550-4400 Attn: Carla Trigueros

Scan & Email to: Carla Trigueros – academy@ccsf.edu

Step 4: Attend a **Mandatory** CCSF Dual Enrollment **ORIENTATION & REGISTRATION SESSION** during the Summer at CCSF Ocean Campus

*****PLEASE CHECK YOUR EMAIL for confirmation that Enrollment Packet has been processed & Orientations Dates!*****



City College of San Francisco

Office of Admissions and Records

50 Phelan Avenue - Conlan Hall, Room 107 San Francisco, CA 94112

Phone: 415.452.5172 Fax: 415.239.3936 Email: hsenroll@ccsf.edu

HIGH SCHOOL CONCURRENT ENROLLMENT PERMISSION/CONSENT FORM



STUDENT	Term Applying for: Spring _____ Summer _____ Fall <input checked="" type="checkbox"/> Year <u>2017</u> CCSF ID# _____				
	Student Name: (Last) _____		(First) _____		Date of Birth: _____
	Street Address: _____				
	City _____			State/Zip Code _____	
	Telephone Number: _____			E-mail Address: _____	
	Name of High School/Grade Level: _____				
	Signature: _____				
COURSES		CRN	Subject/Course	Title	Units
	Example	30227	Music 9A	Beginning Piano	2.0
	1 st choice	76834	CHIN 30A	Advanced Intermediate Chinese	3
	2 nd choice	74579	CHIN 31A	Inter Mandarin for Biling Stud	3
	Alternate Course(s) (If above courses are closed)				
	3 rd choice				
4 th choice					
PARENT	By completing this form, I authorize my child's participation in course(s) offered by City College of San Francisco (CCSF). I understand that these course(s) are accelerated and more advanced than high school courses. I further understand that my child is required to comply with the Rules and Regulation of CCSF and that the CCSF grade becomes part of my child's permanent school record*.				
	Parent's/Guardian name: _____			Date: _____	
	Parent's/Guardian Signature: _____			Phone #: _____	
PRINCIPAL/DESIGNEE	The above named student is authorized and recommended to enroll in the above college-level course(s) as part of the City College of San Francisco High School Concurrent Enrollment Program for the semester noted above. By signing this you are indicating that you have assessed the student's preparedness to undertake college-level studies and recommending the student for attendance in this program*.				
	I also certify that I have not recommended admissions to a community college more than five percent of the total number of students who have completed the grade in which they are enrolled immediately prior to the time of this recommendation.				
	Print Name/Title: _____			Date: _____	
Principal/Designee Signature: _____			Phone #: _____		

EARLY COLLEGE APPLICATION PROCESS: CCSF ONLINE APPLICATION HELP SHEET

(not for use by graduating seniors applying as college freshman)

STEP 1: Open a CCC Account

If you have never applied to City College of San Francisco (CCSF) before, you will first need to create an OpenCCC account. Creating an Open CCC account allows you to apply to California community colleges. **If you have applied to CCSF before, go on to Step 2.*

DIRECTIONS	HELP NOTES
Go to www.ccsf.edu and click the “New Students Apply Now” button.	
Click “Create an Account” and then click “Begin Creating My Account”	
<p>Fill in the following information:</p> <ul style="list-style-type: none"> ▪ Full legal name ▪ Date of birth ▪ *Social Security Number ▪ Email address ▪ Telephone number ▪ Permanent Mailing Address 	<p>Your legal name is the name on your driver’s license or school records.</p> <p>*If you do not have a Social Security Number, do not know it, or choose not to state it, check the box.</p> <p>*After you click the box, a pop-up window will appear. You must confirm (again) that you choose not to provide a Social Security Number.</p> <p>Your permanent mailing address is where your school mail is sent.</p>
<p>Create a username, password, and PIN for OpenCCC. Then, choose three (3) security questions from the drop-down menu and answer them.</p>	<p>If you forget your username or password, you will be asked to answer these questions to reset them.</p>
<p>Complete the captcha and click “Submit”</p>	<p>A captcha is a question designed to make sure a human (and not a robot) is completing this application.</p>

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Click “Continue” to go on to the CCSF Online Application.	

STEP 2: CCSF Online Application

Before you can register for classes at CCSF, you first need to enroll as a new CCSF student.

To become a new CCSF student, complete the CCSF Online Application by following the steps below.

**If you completed an enrollment application within the last year, you may not need to re-enroll.*

DIRECTIONS	HELP NOTES
<p><i>Enrollment Application:</i></p> <ul style="list-style-type: none"> ▪ Select the Term Applying for: FALL 2017 ▪ Choose an Intended Major or Program of Study ▪ Choose an Educational Goal, then click “Continue” 	<p>The term is the semester in which you plan to take classes.</p> <p>Choose <i>any</i> major or program that is of interest to you today <i>or</i> is most similar to the course you plan to take.</p>
<p><i>Account/Mailing Information:</i></p> <ul style="list-style-type: none"> ▪ Review your personal information to make sure it is correct. Be sure to check spelling. ▪ Confirm your current mailing address. If it is the same as your permanent address, check the box and then click “Continue” 	<p>To make changes on this page, click on the “Edit” button in the upper-left corner. Always click “Save” or “Continue” after making changes.</p>
<p><i>Personal Information:</i></p> <ul style="list-style-type: none"> ▪ Select Gender ▪ <i>If you are over 18 years old</i>, you will be asked questions about sexual orientation (Optional) ▪ Parent/Guardian Education Level - Select the level of education that your parent(s)/guardian(s) completed. 	<p>“Optional” means that you may choose to answer the question, <i>but</i> you do not have to.</p> <p>If you are unsure, choose “unknown”</p>

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<ul style="list-style-type: none"> ▪ Ethnicity and Race – Choose the box (or boxes) that best reflect your ethnicity. ▪ Click “Continue” once you complete this section. 	
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DIRECTIONS	HELP NOTES
<p><i>Education:</i></p> <ul style="list-style-type: none"> ▪ College Enrollment Status: Select “Enrolling in high school and college at the same time.” ▪ High School Education: Select “Will be enrolled in high school and college at the same time.” ▪ Have you attended a California high school for 3 or more years? Answer “Yes” or “No” ▪ Last High School Attended: ▪ Select “I attended high school” then choose “California.” Enter your “High School Name” and select it from the drop-down menu. ▪ College Education Level: No Degree ▪ Colleges/Universities Attended: Select “None” ▪ Click “Continue” after the last question. 	<p>If you attend SFIHS, select.... If you attend SOTA, select.... <i>If you have a question or cannot find your high school, raise your hand.</i></p>
<p><i>Citizenship/Military:</i></p> <ul style="list-style-type: none"> ▪ Citizenship: Choose your citizenship status. 	<p>If you are a permanent resident and have an alien registration number, you must enter it in this section.</p>

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<ul style="list-style-type: none"> ▪ U.S. Military: Select “None apply to me” unless your parent/guardian is active military. 	
<p><i>California Residence:</i></p> <ul style="list-style-type: none"> ▪ Residence in California: Click “Yes” or “No” ▪ Special Residency Categories: Select appropriate box ▪ Out of State Activities: Select appropriate boxes ▪ Click “Save” and then “Continue” 	<p>Students usually answer “No” for the “Special Residency” and “Out of State Activities” questions.</p>

DIRECTIONS	HELP NOTES
<p><i>Needs & Interests:</i></p> <ul style="list-style-type: none"> ▪ The questions in this section are optional <i>except</i> for one (noted with an * asterisk). <ul style="list-style-type: none"> ○ Main Language: Select “Yes” or “No” ○ Financial Assistance: As it applies to you ○ *Athletic Interest (Required) ○ Programs and Services: Select the programs and/or services that you are interested in. ▪ Click “Save” and “Continue” 	<p>If you have time, answer the questions in this section as they apply to you. This information helps CCSF provide appropriate resources for its students.</p> <p><i>Note:</i> You will receive an email from each program you select.</p>
<p><i>Supplemental Question (Optional):</i></p> <ul style="list-style-type: none"> ▪ <i>Are you a recipient of Deferred Action Childhood Arrivals (DACA)?</i> Answer “Yes” or “No” <p><i>Deferred Action for Childhood Arrivals (DACA) is an</i></p>	<p>“Supplemental” means “extra.” You may choose to answer this question, but you do not have to.</p> <p>If you do not know, skip this question.</p>

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<p><i>American immigration policy that allows undocumented immigrants who entered the United States before their 16th birthday (and before June 2007) to receive a renewable two-year work permit and exemption from deportation.</i></p>	
<p><i>Request for Consent:</i></p> <ul style="list-style-type: none"> ▪ Carefully read the “Request for Consent to Release Information.” Select whether you give consent “Yes” or “No” ▪ Click “Save” and “Continue” 	<p>This page asks for your consent (permission) to share information that you have provided in the application.</p>

DIRECTIONS	HELP NOTES
<p><i>Submitting Your Application:</i></p> <ul style="list-style-type: none"> ▪ Review your application: To make changes, click on a specific section from the left side of the page (for example, <i>California Residence</i>). ▪ Click on “I have reviewed this application and confirm it is complete and accurate” to proceed. ▪ Check the two boxes to confirm- <ol style="list-style-type: none"> 1) all information on the application relates to you 2) you understand that financial aid is available to you after high school graduation ▪ Click “Submit my application” 	<p>To make changes to any part of your application, first select the section you want to edit.</p> <p>Then, click the “Edit” button to make your changes.</p> <p>Once you are done, click “Save.”</p>
<p><i>Confirmation Screen:</i></p>	

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- After you submit your application, a confirmation screen will appear. DO NOT close the screen.
- **Complete the steps below**—
 - **Take a PHOTO of the confirmation page** and/or print a copy for your records.
 - **EMAIL the page** to earlycollege@sfusd.edu
 - Record the confirmation number and your name in the space below. Detach and give it to an Early College staff member.
- Click **“Sign-Out”** and **“Finish”** – you are done! 🖨

It is important that you keep a copy of your CCSF Application Confirmation Number and share it with Early College staff in case there are questions about your application.