

**** IVC made updates in the afternoon on 4/28. Please use instructions below. Also, when you fill out the K-12 form, there is an option for the IUSD Summer Program. That is not the Fall Dual Enrollment Program (Refer to Step 3)**

Dear Student,

Thank you for your interest in taking an **IUSD/IVC Dual Enrollment course for the 2020/2021 school year**. If you are no longer interested in taking Dual Enrollment coursework, please disregard this email.

If you would still like to register for a Dual Enrollment course, please follow the enrollment steps below.

Keep in mind that space is limited in Dual Enrollment courses. Priority may be given to seniors and juniors who need the course for minimum college and university entrance requirements. Students who are not selected for the courses may be placed on a waiting list and notified if a space becomes available.

Should you have any questions, please let your assigned counselor know.

Steps to Enroll in IVC Dual Enrollment Courses (all registration steps must be completed by **May 24, 2020**).

Step 1: Apply to Irvine Valley College [HERE](#) for the Fall 2020 term. You will need to create an OpenCCC Account and then apply for Fall 2020 admission in order to obtain your IVC ID#.

Step 2: Once you have your IVC ID, click [HERE](#) and log in using your IVC Username or Email and your password (IVC ID#)

Step 3: Once you are logged in, click on **"New Request"** and complete the K-12 Information and Parent and Guardian fields. Select the **Career College Access Pathway (CCAP)** option and **UNIVERSITY** as your High School to request from the following course(s):

MATH 353 – Elementary Algebra	ALL SCHOOLS	
Select Course #60250 for UNIVERSITY HS		
MGT 1 – Introduction to Business	Irvine HS	(T/Th 4-5:15pm)
COMM 1 – Communication Fundamentals	Woodbridge HS	(M/W 4pm-5:15pm)
JA 1 – Beginning Japanese	Woodbridge HS	(T/TH 4pm-5:50pm)
BIO 10 – Biochemistry for Health Science	Northwood HS	(Online, Tue. 3:30pm-6:20pm)
CIM – Information Technology	Creekside	(Hybrid Course, Wed. 4-7pm)

Once you submit your form electronically, student, parent, and school administrator will sign the document electronically

Step 4: After May 31st, you will receive confirmation of your enrollment in your requested course. Enrolled students and a parent/guardian must attend IVC's virtual Zoom orientation (date TBD).