

**Allan Hancock Joint Community College District  
Board Policy  
Chapter 5 – Student Services**

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**BP 5052 OPEN ENROLLMENT**

All courses, course sections, and classes of the District shall be open for enrollment to any person who has been admitted to the college. Enrollment may be subject to any priority system that has been established. Enrollment may also be limited to students meeting properly validated prerequisites and co-requisites, or due to other practical considerations such as exemptions set out in statute or regulation.

The Superintendent/President shall assure that this policy is published in the catalog and schedule of classes.

References: Title 5 Sections 51006 and 55003 et seq.

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**Adopted: 7/14/15**  
**Reviewed: 10/13/20**

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**Allan Hancock Joint Community College District**  
**Administrative Procedure**  
Chapter 5 – Student Services

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## **AP 5052 OPEN ENROLLMENT**

All courses of the District shall be open to enrollment in accordance with BP 5052 and a priority system consistent with AP 5055 titled Enrollment Priorities. Enrollment may be limited to students meeting properly validated prerequisites and co-requisites (See BP and AP 4260 titled Prerequisites and Co-requisites), or due to other non-evaluative, practical considerations as determined by the dean counseling in collaboration with the appropriate department chair.

No student is required to confer or consult with or required to receive permission to enroll in any class offered by the District, except as provided for in AP 5055 titled Enrollment Priorities and Public Safety Academies, Allied Health Programs, Pacific Conservatory of the Performing Arts, and Cosmetology.

Students are not required to participate in any pre-registration activities not uniformly required, and no registration procedures are used that result in restricting enrollment to a specialized clientele, except as provided for in AP 5055 titled Enrollment Priorities and Public Safety Academies, Allied Health Programs, Pacific Conservatory of the Performing Arts, and Cosmetology.

A student may challenge an enrollment limitation on any of the following grounds:

- The limitation is unlawfully discriminatory or is being applied in an unlawfully discriminatory manner;
- The District is not following its enrollment procedures;
- The basis for the limitation does not in fact exist.

Requests must be in writing to the Chief Student Services Officer.

References: Title 5 Sections 51006, 58106, and 58108

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**Approved: 6/16/15**  
**Reviewed: 6/9/20**