



High School Counselor Verification Form

Forms with incomplete information will not be accepted

West Valley ID# Example G01234567	Student's Last Name	Student's First Name	Student's Grade

Year / Term	Course Title	CRN#	Does this course count for high school credit? (Yes/No)

High School Counselor / Academic Advisor:

- I am a counselor or concurrent enrollment designee for the school site listed below.
- I have reviewed the student's enrollment request and approve of enrollment.
- I have advised the student of the 8-unit limitation rule and their obligation to only enroll in authorized coursework.
- The student is aware that this coursework will count for college credit and will become part of their permanent academic record.
- I certify that this enrollment authorization does not exceed 5% statutory limit for summer session.

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Counselor / Advisor Name

School

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Counselor / Advisor Signature

Date

As the student it is your responsibility to:

1. Download or obtain the High School Counselor Verification form from Admissions & Records
2. Obtain approval from your designated school official
3. Complete the online CCCApply application and concurrent enrollment request form each term
4. Upload this form to your online concurrent enrollment course request form
5. **Plan accordingly:** Complete concurrent enrollment applications take approximately 5 business days to process.