

January 13, 2017

Hello parents & guardians,



Your student is enrolled in **Art & Design 2** at Da Vinci Design. During a portion of second semester, it is considered a college level course, which means students can earn three college credits by completing this class. The credits will be issued by El Camino College. There are no fees or additional coursework required to earn the credit. However, students must register with El Camino in order to process the credits. **Registration is a two part process described below:**

1) Paper Registration - Please fill out the form titled **"11th and 12th Grade Concurrent Enrollment Application."** Complete all items in **Section I and II.** Provide the student's Social Security Number in Section I. The **student** must sign in Section I, and a **parent** must sign in Section II. Students will need to turn in both forms during class by Monday, January 23 or Tuesday, January 24.

2) Online Registration - This will be completed **during class** on Wednesday, January 25 or Thursday, January 26, depending on what day their art class falls on. In order for your student to be prepared for this online registration, please complete the form titled "El Camino College Community College District." The online process requires all the information on this page, including Social Security Number. (SSNs will be used for registration only and will not be released.) This form will also be collected on Monday, January 23 or Tuesday, January 24.

Again, please complete all attached forms and have your student bring them to class on **Monday, January 23 or Tuesday, January 24.** Lastly, students must be a US Citizen or have an Alien Registration Number/Visa in order to receive college credits at this time. If this is a concern, please send me an email.

If you have any additional questions, please email me at kparsons@davincischools.org.

Respectfully,

A handwritten signature in black ink that reads "Kate Parsons".

Kate Parsons
Principal
Da Vinci Design
310-725-5800