



## Step 1 Complete Admission Application

- ✓ Submit an online Admissions Application. Access the application at [Apply Online \(compton.edu\)](https://compton.edu). For assistance with completing the admissions application, contact someone from the Welcome Center at [Welcome Center](#)
- ✓ Retrieve your "**Welcome to Compton College as a High School Student**" email and activate your **MyCompton** account. Check your SPAM/Junk folder
- ✓ If you don't receive an email within 2 business days after applying, contact Admissions & Records at [admissions@compton.edu](mailto:admissions@compton.edu), include your OpenCCApply confirmation number
- ✓ Review more information on [High School Student](#) page

## Step 2a 9<sup>th</sup> -12<sup>th</sup> Dual Enrolled Students

- ✓ Login to MyCompton. For assistance visit [How to Videos to help you \(compton.edu\)](#)
- ✓ Create a **DualEnroll.com** account. Login to MyCompton, Click on the **K-12 Dual Enrollment Tile**. Use your personal email when creating your account. Do not use your high school email address!
- ✓ You will receive an activation code to confirm your account. If using the email option, check your SPAM/Junk folder
- ✓ Enter your Compton College Student ID# which is in your "It's Official!" email (step 1)
- ✓ Discuss which classes you should take with your parent/ guardian and high school counselor
- ✓ Parent/guardian must provide a one-time consent to enroll at Compton College by DualEnroll.com
- ✓ Complete Profile and select courses
- ✓ Required authorization from high school counselors/designee for courses per semester/session
- ✓ Course registration will be reviewed by Admissions and Records. Students will receive a confirmation email once approved and registered
- ✓ Students enrolled in a Home Study Program must provide proof that the Home Study Program is registered with the State of California. Parent or Guardian will authorize course selections. This will be uploaded in DualEnroll.com account creation
- ✓ More information [High School Student](#)
- ✓ [Review Student Guide](#) for assistance

## Step 2b K-8 Dual Enrolled Students

K-8<sup>th</sup> graders must submit the following required items:

1. **Complete Step1 above and complete K8 Dual Enrollment Application**
2. **Letter from their principal**
3. **Letter from parent or guardian**
4. **Unofficial Transcripts**
5. **Letter of recommendation from their High School English Teacher** that provides examples of the following:
  - a. Student's college-readiness level (time management, study skills, reading comprehension and writing ability)
  - b. Evidence of maturity (ability to be initiative-taking to complete assignments and homework)
  - c. Evidence of being a well-rounded student (school activities or extracurricular activities)

## Step 3 Recommended New Student Orientation

- ✓ Orientation is offered online through the *MyCompton* student portal
- ✓ Click on the Orientation tile to begin

## Step 4 Complete Prerequisites (A Precondition for enrollment) – Only If Required

- ✓ For classes that have a prerequisite (a course completion and/or letter grade requirement needed before you can enroll). Refer to the [College Catalog](#) for prerequisite information
- ✓ If necessary, a Compton College counselor must clear prerequisites before you can register
- ✓ Contact a Compton College Counselor for an appointment at [Counseling \(compton.edu\)](https://compton.edu)
- ✓ **Prerequisites must be completed before** registering for a class
- ✓ For information about English and Math Placement visit this web page: [English and Math Placement \(compton.edu\)](#) High school transcript may be needed

**Step 5 Register for Classes – No Enrollment Fees are Charged to High School Students**

- ✓ Enrollment fees waived for a max of 11 units for spring/fall; max units 6 for winter; max units 7 for summer. Students who want to go beyond the 11 units may request overload and speak with a Compton College counselor. Note that if approved for more than 11 units, students are responsible for paying the enrollment fees of \$46.00 per unit for all registered units per term, Health Fees, and other applicable fees. [See fees page](#) for more details
- ✓ All class registration requests must be submitted through DualEnroll.com for partnered high schools (AB288, Afternoon College, Compton Early College, CAMS & Regular K12) If you waitlist for a class, you must login to MyCompton portal to officially add the class. For assistance on waitlisting visit [How to Register \(compton.edu\)](#)
- ✓ Additional info visit [How to Videos to help you \(compton.edu\)](#)
- ✓ Contact the Compton College Special Resource Center if you have an IEP/504 plan and need academic accommodations. Call (310) 900-1600 ext. 2402 to determine if you qualify for academic accommodations at Compton College

## WHO TO CONTACT

For questions related to the dual enrollment process, use this list of key Compton College staff who can help.

CONTACT	TITLE	TELEPHONE	EMAIL
Kiley Tafur	Outreach and College / Promise Coordinator	(310) 900-1600 Ext. 2767	<a href="mailto:ktafur@compton.edu">ktafur@compton.edu</a>
Diego Rivera	Student Services Advisor	(310) 900-1600 Ext. 2755	<a href="mailto:drivera7@compton.edu">drivera7@compton.edu</a>
Lilia Chavez	Dual Enrollment Specialist	(310) 900-1600 Ext. 2028	<a href="mailto:lchavez7@compton.edu">lchavez7@compton.edu</a>
Guadalupe Murillo	Dual Enrollment Specialist	(310) 900-1600 Ext. 2029	<a href="mailto:gmurillo@compton.edu">gmurillo@compton.edu</a>
Amanda Renteria	Dual Enrollment Specialist	(310) 900-1600 Ext. 2026	<a href="mailto:arenteria@compton.edu">arenteria@compton.edu</a>
Rafaela Mira Caldas	Records Specialist	(310) 900-1600 Ext. 2043	<a href="mailto:rmiracaldas@compton.edu">rmiracaldas@compton.edu</a>
Vacant	Records Specialist	(310) 900-1600 Ext. 2044	<a href="mailto:kperez19@compton.edu">kperez19@compton.edu</a>
Darlene Zarazu	Interim Director of Educational Partnerships	(310) 900-1600 Ext. 2763	<a href="mailto:dzarazu@compton.edu">dzarazu@compton.edu</a>
Brian Dean	Associate Registrar	(310) 900-1600 Ext. 2045	<a href="mailto:bdean1@compton.edu">bdean1@compton.edu</a>

### Compton College Student Service Departments

OFFICE	TELEPHONE	Contact
Admissions and Records	(310) 900-1600, Ext. 2050	<a href="#">Admissions and Records</a>
Bookstore	(310) 900-1600, Ext. 2820	<a href="#">Bookstore</a>
Canvas Assistance	(424) 213-6003	<a href="mailto:Distance_ed@compton.com">Distance_ed@compton.com</a>
Counseling Department	(310) 900-1600, Ext. 2076	<a href="#">Counseling Department</a>
Extended Opportunity Programs and Services (EOP&S)	(310) 900-1600, Ext. 2914	<a href="#">Extended Opportunity Programs and Services (EOP&amp;S)</a>
First Year Experience (FYE)	(310) 900-1600, Ext. 2758	<a href="#">First Year Experience FYE</a>
ITS Helpdesk (Password reset, MyCompton access)	(310) 900-1234	<a href="mailto:helpdesk@compton.edu">helpdesk@compton.edu</a>
Library	(310) 900-1600, Ext. 2175	<a href="#">Library</a>
Student Success Center	(310) 900-1600, Ext. 2535	<a href="#">Student Success Center</a>
Special Resource Center	(310) 900-1600, Ext. 2402	<a href="#">Special Resource Center</a>
Transfer Center	(310) 900-1600, Ext. 2764	<a href="#">Transfer Center</a>