

Secondary Student Enrollment Policy

UAA is committed to expanding dual enrollment opportunities for all Alaskans. While in high school, secondary students who complete the coursework for a credential through UAA may request to be awarded the certificate or degree through the Earn Degree/Certificate On the Way (<https://www.uaa.alaska.edu/students/registrar/registrarforms.cshtml/>) application.

Dual enrollment can save students time and money in their future pursuit of post-secondary credentials. It can also provide a smooth transition to the university, as students will be familiar with college-level coursework and expectations. Dual enrollment students meet the prerequisite requirements for the classes in which they intend to register and meet the regular UAA deadlines, such as for drop/add, payment and withdrawal. Dual enrollment students pay tuition, course, and student fees, and adhere to UAA policies and procedures as outlined in the UAA Catalog and the UAA Student Handbook (<https://catalog.uaa.alaska.edu/handbook/>).

UAA is excited to offer these opportunities. At the same time, it is important to note that secondary students taking courses at UAA will be building a permanent academic record at the university level. This record will follow the student throughout their career in post-secondary education and can have implications for, among other things, admission to a post-secondary institution, transfer, scholarships, and financial aid eligibility.

The additional processes and policies below apply to all applicants 17 or younger.

Student Parent/Guardian Authorization

The registration process at UAA requires all secondary school student applicants 17 or younger and their parents/guardians to complete a Student Parent/Guardian Authorization form (<https://www.uaa.alaska.edu/students/registrar/registrarforms.cshtml/>). Signing the form signifies understanding of and agreement to the following:

1. The university will not act in a parental or supervisory role. Any UAA-approved secondary school student under the age of 13 must be accompanied at all times and directly supervised by a parent or legal guardian while on a UAA campus;
2. A parent or guardian may not attend a course in which their secondary school student is registered unless and until the parent or guardian is also officially registered for the course. A complete copy of the guidelines and procedures for Children and Minors on Campus can be found in the UAA Student Handbook (<http://catalog.uaa.alaska.edu/handbook/>);
3. A secondary school student who registers in university courses is fully responsible for complying with all policies and procedures of the university. This includes being aware of and adhering to the university Student Code of Conduct (<http://catalog.uaa.alaska.edu/academicpoliciesprocesses/studentfreedomrightsandresponsibilities/>)

studentjudicialreview/) and any registration- or payment-related deadlines.

4. Regardless of age, Family Educational Rights and Privacy Act (FERPA) rights are transferred to the student upon registration. Parents/guardians will not be able to conduct business on students' behalf or access student records without the student first submitting the appropriate release form.

University Determination

The university reserves the right to deny or discontinue the enrollment of a student in a course or courses if the university determines that the student lacks the maturity, legal or intellectual ability, or academic preparedness to participate on an equal footing with other students, or if it is otherwise not in the legitimate interest of the university for the student to participate. Factors that may be considered in such a determination include, but are not limited to, the following:

1. Whether the parents (including guardians) of the student support the student's enrollment in the course;
2. Whether the course involves high-risk activities for which the university requires a release of claims of all students, in light of the fact that such a release is not enforceable as to a student under the age of 18; and
3. Whether the student can lawfully participate in the course.

Special Programs

Exceptions to the above admission and registration procedures may be made for special academic programs at the department, school, college or campus level.

Certificate and Degree Programs

Secondary school students are not eligible for admission to certificate or degree programs until they earn a high school diploma or GED or otherwise meet university admission requirements for degree-seeking students. However, secondary school students may request to have certificates or associate degrees that they complete through UAA while in high school awarded through the Earn Degree/Certificate on the Way application (<https://www.uaa.alaska.edu/students/registrar/registrarforms.cshtml/>).