RETURNING HIGH SCHOOL STUDENTS

If you have previously attended Chaffey College and wish to take classes, you do NOT need to submit a new application. However, you are still required to complete the items listed below at least ONE MONTH prior to the first day of instruction. Refer to current schedule of classes for this information.

APPLICATION PROCESS AND GENERAL INFORMATION:
Items required: (to avoid delays submit all items one month prior to first day of the semester)

1. Complete the High School Certification/Emergency Form for Returning students. This form can be downloaded from our website. This form includes 3 parts:
   a. Part A must be completed and signed by high school counselor or principal
   b. Part B must be signed by you (the student)
   c. Part C must be signed by one of your parents or legal guardian

2. Attach official transcripts to the High School Certification/Emergency form for Returning Students. Official transcripts must be in a sealed envelope. Your transcripts must include the last semester of attendance prior to the semester you wish to register at Chaffey College. Unofficial transcripts are not accepted!

3. If you have never completed the Assessment, Orientation and Counseling requirement at Chaffey College, you must do so, prior to registration. Students should plan on meeting this requirement at least one month prior to the beginning of the term.

Mail your completed High School Certification/Emergency Form for Returning Students and official transcripts to:
Chaffey College, Admissions and Records Office, 5885 Haven Avenue, Rancho Cucamonga, CA 91737
Attention: Kristina Spalding

REGISTRATION INFORMATION:
After the Admissions Office receives and processes your High School Certification/Emergency form and verifies your grade and overall Grade Point Average (GPA), your Registration Packet will be sent to you by mail. Your registration date will be included as well as other important information. High school students must register in person on the assigned registration date.

ADMISSIONS AND ELIGIBILITY REQUIREMENTS:
Completion of 10th grade
Minimum cumulative GPA of 2.5
May not exceed 8 units per term or semester
Refer to Schedule of Classes for additional information and requirements
DEADLINE DATES:  
The earlier the better! To avoid registration delays, you should submit ALL your paperwork at least one month prior to the first day of the semester.

YOUR OBLIGATION AS A STUDENT AT CHAFFEY COLLEGE:  
As a student at our college you are responsible for reading ALL the new admissions eligibility requirements for high school students. For detailed information, read the current schedule of classes, or go to our website at www.chaffey.edu and select the High School Partnership link.

If you have additional questions, please email us at admissions@chaffey.edu or kristina.spalding@chaffey.edu. You may also contact us by phone at (909) 652-6600.