





**Home School Information**

School Now Attending \_\_\_\_\_ Location Code \_\_\_\_\_ Grade \_\_\_\_\_

Address of school (if not in LAUSD) \_\_\_\_\_ City \_\_\_\_\_ Zip code \_\_\_\_\_

Name of High School Counselor \_\_\_\_\_ Phone \_\_\_\_\_ Fax \_\_\_\_\_

**Course requested (indicate course number and title from Attachment A):**

1<sup>st</sup> Choice: \_\_\_\_\_  
Course number \_\_\_\_\_ Course title \_\_\_\_\_

2<sup>nd</sup> Choice: \_\_\_\_\_  
Course number \_\_\_\_\_ Course title \_\_\_\_\_

**Reason for referral to adult school program:**

Credit Recovery                       Academic Remediation                       Scheduling flexibility

Documentation that a counseling session including the student, a certificated representative of the high school and the student's parent/guardian has been conducted or attempted is on file. Enrollment in this class/program will enhance the student's progress toward meeting the educational requirements for graduation from high school. The student and the parent/guardian are aware that enrollment in these classes is voluntary.

Date counseling conducted or attempted \_\_\_\_\_ Method: face-to-face \_\_\_\_\_ by phone \_\_\_\_\_

E.C. 49079 File (see BUL-3927.2, *Mandated Reporting of Certain Student Behavior*)

Not Applicable                       Applicable (Information must be provided to the Adult School Counseling Office)

Signature of High School Principal or Designee \_\_\_\_\_ Date \_\_\_\_\_

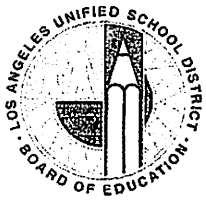
*(do not write below this line)*

**ADULT SCHOOL / EMPLOYMENT PREPARATION CENTER INFORMATION**

Course number \_\_\_\_\_ Course title \_\_\_\_\_ Days \_\_\_\_\_ Time \_\_\_\_\_ Room \_\_\_\_\_

Date begun \_\_\_\_\_ Date completed \_\_\_\_\_ Grade \_\_\_\_\_ Teacher \_\_\_\_\_

ASIS ID# \_\_\_\_\_ Signature of Adult School Principal or Designee \_\_\_\_\_



Los Angeles Unified School District  
**NORTH VALLEY OCCUPATIONAL CENTER**  
 11450 Sharp Avenue, Mission Hills, CA 91345  
 Telephone (818)256-1400 Fax (818)365-2695  
 Website: www.nvoc.org

Name of Student: \_\_\_\_\_ Date of Birth: \_\_\_\_\_

**RULES OF CONDUCT FOR MINORS AND CONCURRENT STUDENTS**

Put your initials on the line next to the following rules after reading them carefully:

- \_\_\_\_\_ 1. **Attendance:** Regular attendance is expected by all students. Progress is reviewed on a regular basis. Those students not working or progressing will be dropped from the program.
- \_\_\_\_\_ 2. **Absences:** Student who miss more than three consecutive days may be dropped from the program, after an absence students must bring a note from the parent or legal guardian to the Counseling Office to be readmitted to class.
- \_\_\_\_\_ 3. **Appropriate Behavior:** Respectful behavior is expected of all students. Any profanity, sexual harassment, verbal abuse, or disruptiveness will not be tolerated and may result in removal from the program.
- \_\_\_\_\_ 4. **Break time:** A break is schedule for all morning and evening classes. Students are expected to return to class promptly after breaks. There is a 15-minute break in the morning and the evening.
- \_\_\_\_\_ 5. **Food and Beverages:** Food and beverages are not permitted in classrooms.
- \_\_\_\_\_ 6. **Skateboards:** Skateboard riding is not permitted on campus.
- \_\_\_\_\_ 7. **Smoking:** No smoking is permitted on any Los Angeles Unified School District campus.
- \_\_\_\_\_ 8. **Defacement:** Students are not to write on or otherwise deface books, desks, folders, or any other school property.
- \_\_\_\_\_ 9. **Tampering or Cheating:** Tampering or cheating with any materials will result in suspension or termination.
- \_\_\_\_\_ 10. **Leaving Campus:** Students may not leave campus without permission or any reason during the school day.
- \_\_\_\_\_ 11. **Identification:** Concurrent students and minors need to carry the blue student copy of their North Valley registration slip at all times while on campus.

**Students will be automatically dismissed for the following rule infractions:**

- \_\_\_\_\_ 1. The possession of drugs, marijuana, alcohol, or weapons of any kind on campus is punishable by law.
- \_\_\_\_\_ 2. Graffiti in any form.
- \_\_\_\_\_ 3. Intimidation or threatening behavior toward other students, faculty, or staff.

I understand the above rules and agree to follow them.

\_\_\_\_\_  
**Student Signature**

\_\_\_\_\_  
**Parent or Guardian Signature**

\_\_\_\_\_  
**Date**

Aviation Center  
 (818) 785-7511

East Valley Skill Center  
 (818) 896-9558

North Hollywood Adult Center  
 (818) 508-3600

North Valley Occupational Center  
 (818)256-1400

Rinaldi Adult Center  
 (818)366-9171



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Students will be subject to appropriate disciplinary action including dismissal for the following (**bolded items**) indicate grounds for immediate dismissal:

- Possession or sale of **WEAPONS**
- Possession, use or sale of **DRUGS AND ALCOHOL**
- Possession, use or sale of **DRUG PARAPHERNALIA**
- **SEXUAL ASSAULT OR BATTERY**
- **SEXUAL HARRASSMENT**
- **HATE CRIMES:** Crimes committed against others/property of others on the basis of that persons perceived or actual race, color, nationality, country of origin ancestry, disability, gender and/or sexual orientation.
- Causing attempting to cause or threatening to cause **PHYSICAL INJURY**
- **INTIMIDATING AND THREATENING BEHAVIOR** toward school staff/students which disrupts class work, disrupts school operations, and/or invades the rights of others by creating an intimidating or hostile environment
- **TERRORIST THREATS**, including falsely reporting a fire or bomb and/or threat to commit a crime against school staff/property that will result in death, great bodily injury and/or property damage over \$1000
- Possession of **IMITATION FIREARMS** (i.e. replica guns "look-alikes)
- **REPEATED DISRUPTIVE BEHAVIOR** including but not limited to willful defiance of school authority, gambling, loitering, forgery of school documents, unsanitary hygiene, cheating, **OBSCENITY, VULGARITY, AND HABITUAL PROFANITY**
- **INTENTIONAL DAMAGE TO SCHOOL PROPERTY** including graffiti
- **STEALING** or attempting to steal school property or personal property
- Commission or attempting to commit **ROBBERY OR EXTORTION**
- **RECEIVING STOLEN SCHOOL PROPERTY**
- **TOBACCO USE** on campus
- Submission of a fraudulent enrollment application

By signing below, I acknowledge that I have read and understand the reasons for discipline, including the bolded items which lead to immediate dismissal, and I agree to comply with these expectations as a student of LAUSD Division of Adult and Career Education (DACE). I understand and agree that if I fail to comply with these expectations, I may be dismissed from the DACE program

\_\_\_\_\_  
**Student Signature**

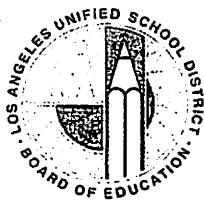
\_\_\_\_\_  
**Date**

**PARENT OR GUARDIAN AGREEMENT**

I have also read the above guidelines. I understand that failure to follow the rules may result in my son/daughter being asked to leave North Valley Campus.

\_\_\_\_\_  
**Parent or Guardian Signature**

\_\_\_\_\_  
**Date**



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**STUDENT DRESS GUIDELINES**

Clothing is considered appropriate if it is suitable for the job, industry, or class the student is taking at this school. Clothing should not detract from the educational environment.

*The following defines student dress that is considered to be in violation of the student dress code.*

- Bare midriff, low cut, bare shoulders, strapless, see-through blouses, spaghetti straps, or tight or see-through clothing that excessively defines body shape.
- Evening wear or party clothing.
- Caps with gang insignia, hairnets, and stocking caps.
- Belts or belt buckles with letters or symbols of gang affiliation, rags, handkerchiefs, headbands, shoelaces, or any other article of color worn to indicate a particular group affiliation.
- Jewelry worn that would cause a safety hazard or detract from or interfere with the educational environment.
- Oversized pants, pants worn below the waist, or extended below the bottom of the shoe.
- Skirts, dresses, or shorts higher than the mid thigh.
- Clothing with profanity, obscenities, or references to drugs.
- Any other attire that signifies gang involvement. **Final decisions as to appropriateness of attire to be made by an administrator**

I understand and agree to abide by the dress guidelines. Failure to do so may result in my suspension or termination.

\_\_\_\_\_  
**Student Signature**

\_\_\_\_\_  
**Date**

**PARENT OR GUARDIAN AGREEMENT**

I have also read the student rules and guidelines. I understand that failure to follow the rules may result in my son/daughter being asked to leave North Valley Campus until clothing has been changed to comply with the above guidelines.

\_\_\_\_\_  
**Parent or Guardian Signature**

\_\_\_\_\_  
**Date**

Los Angeles Unified School District/Division of Adult and Career Education  
**North Valley Service Area**  
**of Adult & Career Education Schools**  
**East Valley Skills Center Campus**  
**Adult School Courses & Equivalent High School Courses**

Course #	Adult Course Title	Equivalent Secondary Course
<b>ENGLISH</b>		
23-09-71	English 1	English 9A/ ESL 3
23-09-72	English 2	English 9B/ ESL 4
23-10-73	English 3	English 10A
23-10-74	English 4	English 10B
23-11-75	English Composition/Contemporary	Contemporary Composition
23-11-76	Literature/American	American Literature
23-12-77	English Composition/Expository	Expository Composition/ English 12A
23-12-78	Literature/Modern	Modern Literature/ English 12B
53-03-64	Reading 1 (0.0-3.9 Scores)	Elective
53-03-65	Reading 2 (4.0-6.9 Scores)	Elective
53-03-66	Reading 3 (7.0-8.9 Scores)	Elective
<b>MATH</b>		
53-03-75	Math 1 (0.0-6.9)	Elective or Math Tutorial
53-03-76	Math 2 (7.0-8.9)	Elective or Math Tutorial
53-03-77	Math 3 (only after completion of Math 2)	Elective or Math Tutorial
31-02-70	Algebra/1A	Algebra 1A1 & 1A2 or 1A
31-02-71	Algebra/1B	Algebra 1B1 & 1B2 or 1B
31-03-71	Geometry/A	Geometry 1A
31-03-72	Geometry/B	Geometry 1B
<b>SOCIAL STUDIES</b>		
37-09-71	Economics	Economics
37-06-70	U.S. Government	Principles of American Democracy
37-01-70	U.S. History /1	U.S. History 20 <sup>th</sup> Century A
37-01-71	U.S. History/ 2	U.S. History 20 <sup>th</sup> Century B
37-02-71	World History /1	WH Cul. & Geog., Mod. World A
37-02-72	World History /2	WH Cul. & Geog., Mod. World B
<b>SCIENCE &amp; HEALTH</b>		
36-09-51	General Science/Integrated 1	Int. Coord. Science 1A
36-09-52	General Science/Integrated 2	Int. Coord. Science 1B
36-10-53	General Science/Integrated 3	Int. Coord. Science 2A
36-10-54	General Science/Integrated 4	Int. Coord. Science 2B
36-05-74	Health	Health SH
<b>FINE ARTS/FOREIGN LANGUAGE/CAREER TECH ED</b>		
Any 10 credits of Career Technical Education Course		
<b>ELECTIVES</b>		
37-04-77	Life Skills	Life Skills for the 21 <sup>st</sup> Century
37-04-78	Parent Education	Parenting & Child Development
37-04-74	Psychology	Introduction to Psychology
<b>HIGH SCHOOL EQUIVALENCY CERTIFICATE PREPARATION</b>		
30-50-77	High School Equivalency Test Prep	In classroom