

# HOOP OF LEARNING

## “NEXT STEPS”

### INSTRUCTIONS:

1. You may now start the “**Next Steps**” of your Hoop of Learning application.
  - Please carefully read the checklist of items required.
  - To continue with the application, click the ‘**Next**’ button at the bottom left of each page.
  - You will have the option to ‘**Save Progress**’ and can continue at any time.



**MARICOPA**  
COMMUNITY COLLEGES

Chandler-Gilbert | Estrella Mountain | GateWay | Glendale | Mesa  
Paradise Valley | Phoenix | Rio Salado | Scottsdale | South Mountain

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### Hoop of Learning Next Steps

Please gather the following items to help you complete the Hoop of Learning Enrollment process:

- Acceptable Forms of Identification (example: High School ID, AZ Driver License or State Identification, Birth Certificate, Tribal ID, etc.)
- Current official/unofficial high school transcript
- Proof of Tribal Enrollment (Certificate of Indian Blood or Tribal ID)
- Parent/Legal Guardian Consent ( Please make sure a parent or legal guardian is present when completing financial responsibility and consent.)

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**Student Information**

Primary College	<input type="text" value="-- Please Select --"/>	Enrollment Term	<input type="text" value="-- Please Select --"/>
Student ID	<input type="text" value="██████████"/>	MEID	<input type="text" value="██████████"/>
First Name	<input type="text" value="██████████"/>	Last Name	<input type="text" value="██████████"/>
Date of Birth	<input type="text"/>	Contact Phone	<input type="text" value="( ) - -"/>
Maricopa Email	<input type="text" value="██████████@"/>	Personal Email	<input type="text"/>

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**Tribal Affiliation**

Certificate of Indian Blood or Tribal ID - upload and attach:  No file chosen  
*Files over 25 MB will not be accepted*

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**Submit your Photo ID**  
Maricopa Community Colleges require students to submit a valid form of identification for authentication. This allows our colleges to confirm your identity and prevent identity theft. You can submit online now or in-person at your college location with our Admissions, Records, and Registration Offices.

**Please upload identification from the list below:** List includes High School ID Card **and** US Birth Certificate, US Passport/Passport Card, or Arizona Drivers License, Instruction Permit, or ID Card  
[\\*Click here to see a complete list of acceptable IDs for identification authentication, as well as lawful presence and testing.](#)

Identification Type:

**UPLOAD AND ATTACH** your documentation files here:  No file chosen  
*Files over 25 MB will not be accepted*

**UPLOAD AND ATTACH** your documentation files here:  No file chosen  
*Files over 25 MB will not be accepted*

**Helpful Hints**

- Please use a scanner or digital camera (such as a phone camera) to create a color file of your documentation.
- Acceptable file formats are .jpeg, .jpg, .pdf, or .png.
- Passports must be signed in order to be used for Identity Verification or Lawful Presence.

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**Important Note:**  
The identification document must be in color and may be rejected if the image does not meet requirements. We have the right to refuse any document or ask for additional documentation.

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**Page 1 of 5**  
Click the **Next** button to continue.

## INSTRUCTIONS (PAGE 1):

### 2. Student Information

- Student ID, MEID, First Name, Last Name, and Maricopa Email will self-populate.
- When selecting your Primary College, select the college nearest to you.
- We suggest using your personal email (students), instead of your high school email to improve communication efforts.
- Please provide a working and reliable phone number in the event we need to call you to follow up.

### 3. Tribal Affiliation


- You must provide proof you are enrolled in a federally recognized tribe. Upload and attach a copy of your Certificate of Indian Blood or Tribal ID.

### 4. Photo ID

- You must provide valid photo identification from the list provided.
- Select **'Next'** to continue.

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**Educational Information**

High School Name

Current Grade Level

Expected Graduation Date

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**Future Plans/Program Interest**

Apply to a:

1st Choice

2nd Choice

[Watch Maricopa Community Colleges' Fields of Interest overview](#)

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Click the **Next** button to continue.

### INSTRUCTIONS (PAGE 2):

- Educational Information:** Please input your high school name (current), grade level you are currently in or recently completed, and expected graduation date.
- Future Plans/Program Interest:** Please share your future plans (after high school) or program of interest.
  - If you would like more information about Fields of Interest, click the hyperlink or go to: <https://www.maricopa.edu/degrees-certificates>
  - There is also a video overview provided at the bottom of this section of the application: <https://www.youtube.com/embed/QTk-powzlgI>
  - Select **'Next'** to continue.

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### Step Two: College Readiness and Course Placement

According to Arizona State Law (ARS §§15-1805.01), students under the age of 18 must provide proof of college readiness to take a college level course. Depending upon the student's grade level, the documentation provided for college readiness may also be used for placement into the desired course(s).

*(Note: additional documentation may be needed to place into the college course desired to meet the prerequisites)*

**Grades 11 or 12:** an unofficial high school transcript can be provided. The unweighted GPA must be 2.6 or higher.

**Grade 10:** one of the following must be provided to prove college readiness. AzMERIT ELA score of Proficient or higher

- High School PSAT, SAT score of 720 or higher, or a Composite ACT score of 12
- Reading assessment test - contact the College Testing Center for the college you attend

**Grade 9:** the student must take appropriate assessment tests to prove college readiness and course placement as follows:

- For courses with prerequisites, the appropriate English or Math assessment tests are required.
- For courses with no prerequisites, the Reading assessment test is required to prove college readiness.

*(Note: additional documentation may be needed to place into the college course desired to meet the prerequisites)*

Select your high school grade level to see your options?

\* -- Please Select --

#### **Important Note:**

Information submitted through this form will be used for course placement only. To satisfy other requirements for Admissions or Financial Aid, please send a final, official transcript to the Admissions and Records Office.

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Click the **Next** button to continue.

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### INSTRUCTIONS (PAGE 3):

#### 7. College Readiness and Course Placement

- Please provide your current un-weighted, cumulative GPA
- Please provide your semester GPA (if available)
- Upload a copy of your unofficial high school transcript
- Select '**Next**' to continue.

#### 7a. Sophomore

- Option 1: AzMERIT ELA score of Proficient or higher
- Option 2: High school PSAT, SAT score of 720 or higher, or Composite ACT score of 12 or higher
- Option 3: Reading assessment test - contact the [College Testing Center](#) for the college you plan to attend.

#### 7b. Freshman

- Option 3: Reading assessment test - contact the [College Testing Center](#) for the college you plan to attend.

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### Student Consent Form

This form is for all students under the age of 18. Students under 18 years old must have consent from a parent/guardian to enroll at the Maricopa Community College in credit, clock hour, or non-credit courses. This form is proof of and fulfills the following requirements: student information release, registration by proxy, financial responsibility, and for text messaging/automated communication. **Consent is valid until rescinded by the parent/guardian, or the student fully matriculates, or until the student turns age of 18.** Legally required notification with opt out provisions will still be sent.

### FERPA Information Release Authorization

I, the student, agree to the exchange of academic information between the participating institutions, including but not limited to college grade reports, transcripts, and other pertinent documents. I, the student, give permission to release Maricopa Community College student information to my parent/guardian to be named in accordance with Federal Law. This does not disturb the annual notifications with opt out provisions from occurring through standard notification practices.

FERPA Information Release Consent

### Registration Consent

Students under the age of 18 who are unable to register on their own may have a parent/guardian register for them "by proxy." However, in order to comply with federal laws with the confidentiality of official student records (Family Education Rights and Privacy Act of 1974), a release must be granted to authorize Registration by Proxy. I consent to the parent/guardian to be named to initiate enrollment actions on my behalf.

- I give permission to the Hoop of Learning Program Coordinator and Enrollment Services staff to register me in the applicable college courses for the duration of the program.
- If, for any reason, it becomes necessary to be moved from one Hoop Program class to another, I give permission to Hoop Enrollment Services to make the move on my behalf in order to create the most positive learning environment possible.

Registration by Proxy Consent

### Create a PIN

Please enter a **4 digit** security pin number. Share this PIN with your parent/guardian to allow release of information from your educational records.

PIN Number

### Student Commitment/Acceptance Guidelines

As a participant in the Hoop of Learning program, I agree to the commitment/acceptance of the following:

- Attendance to the orientation/registration with my parent/guardian
- Participation in all events/activities related to the program
- Consent to the release of my academic information, as necessary for program use
- Maintain compliance of all district and college institution policies and procedures
- Consistent attendance to all enrolled courses
- Maintain a Grade Point Average (GPA) of 2.0 or better in both high school and college courses while participating in the program
- I understand all grades earned will become a part of my permanent academic record
- I understand if I withdraw from my class or program, I may jeopardize my continued participation in the program
- Consent to participate in surveys and studies for continues program improvement
- Consent to the release and use of photographs, video, filming and recordings for the use in program, college and district publications, development of promotional and/or marketing materials

As a selected participant of the Hoop of Learning program, I commit to the goals of the program and will fully participate in all aspects of the program. I am open to learning, growing and contributing to my academic and personal growth.

### Talent Release

I authorize the Maricopa County Community College District, and those acting within its authority, to, at no charge:

- Record my participation, appearance or performance on video tape, audio tape, film, photograph or any other medium.
- Use my name, likeness, voice and biographical material in connection with these recordings.
- Copy the recording, in whole or in part and distribute it, including through podcasts on the Internet, solely for educational purposes by the Maricopa County Community College District, and those acting under its authority, as they deem appropriate.

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Click the **Next** button to continue.

## INSTRUCTIONS (PAGE 4):

### 8. Student Consent Form

- Carefully read through the Education and Record Release *with a parent/guardian* and select “Yes/No” from the dropdown menu.
- Carefully read the **FERPA Information Release Authorization**. If “Yes” is selected, “Registration Consent” and “Create a PIN” sections will appear to be complete *with a parent/guardian*.
- Carefully read **Student Commitment/Acceptance Guidelines** *with a parent/guardian*, then select check box.
- Carefully read **Talent Release** and select “Yes/No” from the dropdown menu.
- Select **‘Next’** to continue.


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### INSTRUCTIONS (PAGE 5):

**9. Parent/Legal Guardian Consent Form Information:** please make sure a parent or legal guardian is present when completing this form to consent to **financial responsibility**.

- **Parent/Legal Guardian Information:** fields marked with an asterisk (\*) are required
- **Consent to Call or Text:** gives permission for the institution to contact the minor student through the number on file for official business purposes.
- **Acknowledgment of Financial Responsibility:** Please read each paragraph carefully before selecting the checkbox.
- Select ‘Next’ to continue.



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**Parent/Legal Guardian Consent Form**

Please make sure a parent or legal guardian is present when completing this form to consent to financial responsibility.

I -- Choose -- I certify that I am the Parent/Legal Guardian submitting the form on behalf of the student?

**Parent/Legal Guardian Information**

First Name  Last Name   
 Relationship to Student \* -- Please Select -- Email Address   
 Phone Number   
 Address   
 City  State \* -- Choose -- Zip

**Consent to Call or Text**  
 I give permission to the Maricopa Community Colleges to contact the minor student via SMS text messaging and automated calls or other methods of communication for official business to the phone number(s) on file in the student's account.

**PLEASE NOTE:**  
 All students are enrolled in the ALERT notification system in order to receive Emergency Alerts concerning health and safety of people on campuses/sites via text message.

\* -- Please Select --

As a parent or legal guardian, I give permission for the student to enroll in the course(s) listed above. I agree to notify the Hoop of Learning Enrollment Office at the college of choice regarding changes in enrollment, including dropping, adding, or changing classes. Failure to pay will result in the student being automatically dropped from class(es) without notification.

I understand that the student will be establishing a college academic record and will be required to report such enrollment to future colleges or universities. He/she will be subject to the course requirements, grading standards and attendance requirements established by the instructor in the course syllabus. I further understand that the student will be subject to all of the requirements, policies, regulations, and deadlines defined in the College Catalog and Schedule of Classes.

The college learning environment encourages critical thinking and promotes the examination of contrasting perspectives of the world. This is an environment of adult interaction where students will be exposed to concepts, lectures, and materials that are designed for adults and adult audiences. At the college, there is unrestricted internet access.

**College/Course Expectations:**

- Concurrently enrolled students establish a permanent college academic record and transcript that may be required by future colleges or universities. This permanent academic record may impact eligibility for future financial aid. It is also understood that the student will receive college credit for successfully completed course work.
- Students are responsible to go online to their Student Center at mymaricopa.edu to obtain their college grades. Grades will not be mailed to student's residence.
- All students are expected to be in compliance with all current published college policies, rules, and regulations. Students are subject to the same course requirements, grading standards and attendance requirements established by the course instructor in the course syllabus.
- Students **will** be treated like everyone else in the class.
- Students **will** be held to the same expectations as any other student in the classroom and will be expected to follow the course syllabus.
- The course content, delivery and assessments, **will not** be altered due to underage students enrolled in the course. Students may be exposed to adult language, discussion and/or themes in the classroom and on the college campus.
- Students are responsible to communicate with the instructor if there are any questions or concerns.
- Students are responsible to seek assistance for any special needs they have, such as disability services or tutoring.
- Students interested in transferring their college credit back to their high school for high school credit are responsible for meeting with high school officials to gain approval prior to registering for college courses. High school/high school district determines whether a college course may be used for a high school credit.
- **Course instructors bear no responsibility for underage students outside of the classroom. Parents are responsible for the students before and after class. Campuses are open and parents are responsible for the supervision of minors outside of the classroom.**
- **Parent/legal guardian/student assumes responsibility and liability for student.**

I give permission for my child to participate in the Hoop of Learning program. I understand that my child will be required to participate in mandatory activities and events, enroll and complete all prerequisite and/or required courses. I have reviewed and agree to assist my child in following the student commitment/acceptance guidelines of the Hoop of Learning program. As the parent/guardian, I commit to providing the needed support system to ensure success.

I (Parent/Legal Guardian) understand **Section 2 - Financial Responsibility** and I accept financial responsibility for all tuition, fees, and fines that may be incurred related to my minor student's enrollment in the Maricopa Community Colleges.

- I understand that tuition and fees are added to a student account as a result of enrolling in classes.
- Once registered and enrolled, if not dropped by the 100% tuition refund deadline, I am responsible for all tuition, fees, and fees charged to my minor student's account.
- Failure to attend class does not absolve me of the financial obligation as described above.
- Failure to resolve past due balances may result in impact of services, including holds on my minor student's account restricting future registration, other services and forwarding of any unpaid past due balances to collection agencies.

**We expect the parent or legal guardian to check this box to consent.**

I approve the enrollment in any Maricopa Community College course until the student turns 18 years old. I also acknowledge that I have read the Maricopa Tuition and Fees Policy (Section 2.2.9) and the Maricopa Refund Policy (Section 2.2.10).

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 Click the **Next** button to continue

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Next

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**Timer**  
44:56

\* = required field

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Select [Next](#) to sign and submit

### INSTRUCTIONS:

10. You will be asked to click **'Next'** once more to take you to the sign and submit page.

11. The last page is the Electronic Signature. Type in your first and last name and select the **'Sign Electronically'** button.

### Electronic Signature


Please read the [Disclosure / Consent](#) before you sign your form electronically.

Typing your name exactly as it appears below signifies you are completing this form using an electronic signature. By signing electronically, you are certifying that you have read and understand the Disclosure/Consent and agree to electronically sign. You also agree to receive required disclosures or other communications related to this transaction electronically.

To continue with the electronic signature process, please enter your name and click the "Sign Electronically" button to save your information and submit your electronic signature.

Charissa

Sundust

**MARICOPA**  
COMMUNITY COLLEGES

Please print this page for your information.

**ATTENTION:** If you chose to opt out of signing electronically, you must follow the instructions to submit your form and any accompanying documentation (if appropriate).  
Opt out and print

# HOOP OF LEARNING

## “NEXT STEPS”



Thank you for submitting your Hoop of Learning application. A representative from the college(s) you selected will review your registration information and reach out by email if anything else is needed. Please be sure to check your email for more information regarding the status of your Hoop of Learning application. Please allow 7-10 business days (Monday-Friday) for the college to review your information and send you email updates.

Thanks!

Your [Maricopa Hoop of Learning Team](#)

[View Form PDF](#)

If you need a copy of this form, please view and print or save this form now. This form contains confidential fields which you may not be able to view once it has been processed.

### INSTRUCTIONS:

**12. Congratulations!** You have finished the Next Steps for your Hoop of Learning application!

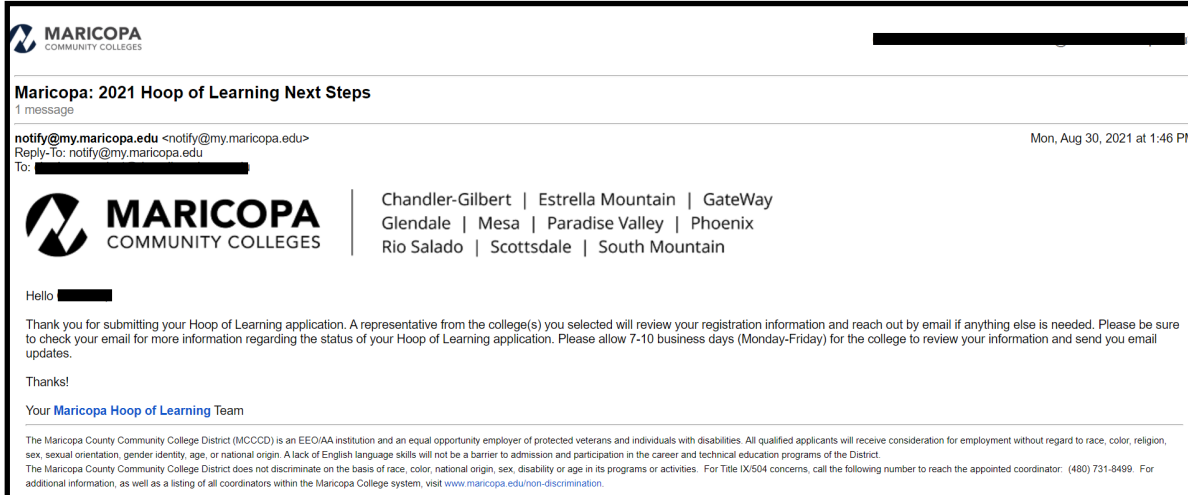
This page gives you the opportunity to save your completed application as a PDF so you can save it for your records.

You will also receive a confirmation email!

(Shown in the second image)

Please allow 7-10 business days for your Hoop of Learning coordinator to follow-up with you.

**Thank you for applying, and remember if you have any questions, email us!**



The Maricopa County Community College District (MCCCD) is an EEO/AA institution and an equal opportunity employer of protected veterans and individuals with disabilities. All qualified applicants will receive consideration for employment without regard to race, color, religion, sex, sexual orientation, gender identity, age, or national origin. A lack of English language skills will not be a barrier to admission and participation in the career and technical education programs of the District. The Maricopa County Community College District does not discriminate on the basis of race, color, national origin, sex, disability or age in its programs or activities. For Title IX/504 concerns, call the following number to reach the appointed coordinator: (480) 731-8499. For additional information, as well as a listing of all coordinators within the Maricopa College system, visit <http://www.maricopa.edu/non-discrimination>.