

MONTEREY PENINSULA COLLEGE

**ENROLLMENT IN MPC CLASSES WITHOUT PAYMENT OF FEES**

(A Program for Employees Represented by MPCTA)

TO: \_\_\_\_\_ (Instructor)

FROM: \_\_\_\_\_

RE: Enrolling in \_\_\_\_\_, without Fees

I would like to take your class (identified above) without paying the enrollment fee that is usually associated with the course. This type of "enrollment" is authorized under Section 16.4.11 of the agreement between the District and MPCTA. Per this provision, my "enrollment" does not count towards minimum class size, and I will not receive any transcribed credit. If my "enrollment" is accepted, I will participate as a regular member of the class, and will meet all class performance standards as required by the program.

Enrollment Approved: \_\_\_\_\_ Date: \_\_\_\_\_  
Instructor's Signature

**CERTIFICATION OF SUCCESSFUL COMPLETION**

The student above has successfully completed the course, meeting all requirements of the class and the program.

Instructor's Signature: \_\_\_\_\_ Date: \_\_\_\_\_

*Please give a copy of this form to the instructor and keep a copy for your file.*