The Cabrillo College Governing Board recognizes the need for and encourages the offering of not-for-credit, fee-supported Community Education Classes. Such classes meet important educational needs for personal and professional development, avocational learning and recreational activities.

The Cabrillo College Governing Board therefore authorizes the establishment and maintenance of Community Education classes developed, scheduled and supervised through the Cabrillo Extension program within the Office of Instruction.

Further, the Governing Board authorizes and encourages the establishment and maintenance of community education classes in civic, vocational, literacy, health, homemaking, technical and general education, including but not limited to classes in the fields of music, drama, art, handicraft, science, literature, nature study and athletics. Such classes shall be designed to provide instruction and to contribute to the physical, mental, moral, economic, or civic development of those enrolled.

Community education classes may be designed as seminars, lecture series, concerts, public forums, workshops, conferences, professional and occupational in-service classes, and avocational or recreational classes.

Community education classes provide subject matter content, resource materials, and teaching methods appropriate for the enrolled students. They are conducted in accordance with a predetermined class outline or plan. The Governing Board authorizes community education classes to be scheduled during the hours, length of time and period during the year which are determined appropriate for the subject matter and the audience served.

The Governing Board authorizes the granting of appropriate certificates or other recognition of skill or accomplishment earned in Community Education classes. The selection of programs or individual classes for which certificates may be issued is by recommendation of the Director of Community and Contract Education and the Dean of Career Education and Economic Development, and determined by the Vice President/Assistant Superintendent, Instruction.

Community education classes are open for admission of all adults who may profit from the classes offered. Minors may participate in appropriate classes specifically designed for them, and they also may be admitted to other classes at the discretion of the class leader and the Director of Community and Contract Education.

Student fees are authorized to cover, but not exceed, the cost of developing and maintaining the fee-supported class program. Community education classes may provide instruction for remuneration by contract, or with contributions or donations of individuals or groups. Attendance in community education classes may not be reported for apportionment, and general fund incomes may not be used to develop or maintain community education classes.
Legal References:

*Education Code Sections 78300;*
*Ca. Adm. Code, Title 5 Section 55002*

Adopted: June 6, 1988
Revised: June 10, 2013