FORSYTH TECHNICAL COMMUNITY COLLEGE

Minor Release Form for Admission to Economic & Workforce Development Program

(For Students Ages 16 & 17)

revised 2/23/2012

SECTION I (To be completed by applicant)

Program(s) applying for: AHS/GED/Basic Skills _____   Economic/Workforce Development Programs_____

Name: _____Social Security Number_____ _-_____-_____

Last   First   Middle

Address: _____

Street/PO Box   City   State   Zip Code

Phone: (_____)_____ Birth Date: _____/_____/_____ Age: _____ (At Enrollment)

I have a NC Driver's License. ____Yes ____No   Drivers License /Permit Number: _____

I have a NC Driver's Permit. ____Yes ____No   Date issued: _____

I have a Driver's License issued by _____ (State)

I understand that misrepresentation or falsification of the above information may be grounds for rejection of my admission, termination from the program in which I am enrolled, and/or revocation of my Driver's License by the NC Dept of Motor Vehicles.

_____   _____

Signature of Applicant   Date

SECTION II (Authorizations – **SIGNATURES NEEDED FROM PARENT/GUARDIAN AND NOTARY PUBLIC OFFICIAL)**

I, _____, being the parent or court-appointed legal guardian of the above minor, request that this minor be admitted into the Adult Literacy and/or Economic & Workforce Development Programs at Forsyth Technical Community College. I also understand the attached information about the Dropout Prevention/ Driver's License Law.

_____ _____

Signature of Parent/Guardian (MUST BE NOTARIZED)   Date

Subscribed and sworn before me this _____day of _____, 20_____

_____ _____

Signature of Notary Public Official   Date

Notary Seal   **Notary Expiration Date _____**

SECTION III (TO BE COMPLETED BY HIGH SCHOOL OFFICIAL)

Referring School: _____ Current Grade level_____

_____

Signature of High School Official   Title   Date

School Seal

AHS/GED/Basic Skills only: Official Withdrawal Date: _____ **Highest Grade Completed _____**

Reason for withdrawal: _____Expulsion ____Long Term Suspension ____Excessive Absences ____Moved ____Other

In accordance with the Dropout Prevention/Driver's License Law, the above student ___has ___has not been reported to the DM

Guilford County, NC ONLY: Student's expected graduation date:_____

_____

Signature of Guilford Superintendent (or designee)   Date

SECTION IV AHS/GED/Basic Skills ONLY (To be completed by Forsyth Tech Adult Literacy Program Coordinator)

The above student has permission to register in classes sponsored by Forsyth Technical Community College.

_____   _____

Signature of Program Coordinator   Date

Forsyth Tech Adult Literacy & EWD Student Code of Conduct
ZERO TOLERANCE

How to respond to a difficult situation when you are approached by an officer or staff member in a manner that you feel isn't appropriate or respectful:

Do not respond in a negative way towards the situation
- Stay calm and do not act aggressively
- Do not yell
- Do not walk away
- Do not use profanity
- **DO** provide correct information, such as your name, when asked
- If you feel you need assistance, please ask to see your instructor or state that you wish to go to Room 4 to speak to a coordinator or other official.
- **DO** remain calm and comply with all directions that are given to you.

1. Orderly conduct is required at all times at Forsyth Technical Community College.
2. Students must be in class and on time when their scheduled class is in session.
3. Students shall promptly comply with all directions given by FTCC staff.
4. Students must observe and obey all state and federal laws while on campus or at any sponsored FTCC event.
5. Students must furnish correct and updated information to the designated personnel.
6. Students shall not steal, damage, or destroy any FTCC property.
7. No student shall inflict, communicate, or cause physical injury to others on FTCC property.
8. No profane or abusive language shall be tolerated on campus.
9. It is unlawful to possess any weapon, openly or concealed, on FTCC property.
10. No drugs, no drinking, or possession or sale of illegal substances or alcohol on FTCC property.
11. Forsyth Tech is a smoke-free institution. **No smoking anywhere on campus**.
12. Beepers, cell phones, headsets or radios should not interrupt or interfere with the learning process.
13. No roller skates, roller blades, or skateboards on campus sidewalks, hallways, or parking lots.
14. Shirts and shoes required. **No** sagging pants or excess cleavage.
15. No loitering or horsing around in the halls or grounds.
16. Respect others- no loud music or noise in halls or parking lots.
17. Academic dishonesty, cheating, and forgery are unacceptable behaviors and will not be tolerated.
18. Children are not allowed in classrooms, and should not be left unattended on the grounds.
19. If you are sick with a contagious illness (fever), stay home.
20. The use of illegally duplicated software or the illegal duplication of software is prohibited.

Signature_____Date_____

**Student Code of Conduct can also be found online at:

http://www.forsythtech.edu/catalog/1112/page/student-code-of-conduct