

Minor Release Form

for Admissions to College and Career Readiness Programs
For students aged 16 & 17

Section I: To be completed by the applicant			
Last Name	First Name	Middle Name	Social Security Number
Street Address		City	State, Zip
Phone Number	Email Address	Birthdate	Age at Enrollment
I have a: NC Driver's License: ☐ Yes ☐ No NC Driver's Permit: ☐ Yes ☐ No		License/Permit Issuing State: _____ License/Permit Number: _____ Date issued: _____	
<i>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 Department of Motor Vehicles.</i>			
Signature		Date	
Section II: Authorizations (Signatures needed from Parent/Guardian and Notary Public)			
I, _____, being the parent or court-appointed legal guardian of the above minor, request that this minor be admitted into the College & Career Readiness program 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			School Seal
Current Grade Level			
Signature of High School Official			
Title and Date			
If student is enrolling in AHS/HSE/Basic Skills, the following information must be completed			
Official Withdrawal Date		High Grade Completed	
Reason for Withdrawal	☐ Expulsion ☐ Long-Term Suspension ☐ Excessive Absences ☐ Moved ☐ Other: _____		
Guildford County, NC Only – Student's expected graduation date: _____			
Signature of Guildford County Superintendent (or designee)		Date	
Section IV: To be completed by Forsyth Tech Program Coordinator for AHS/HSE/Basic Skills ONLY			
The above student has permission to register in classes sponsored by Forsyth Technical Community College.			
Signature of Program Coordinator		Date	



Disciplinary Disclosure Form

College & Career Readiness & Holistic Success Services
College & Career Readiness
(AHS/HSE/Basic Skills Students ONLY)

It is the applicant's responsibility to present this form to a school official of his/her previous school for completion.

All forms must be completed and returned to the Forsyth Tech College & Career Readiness Department before the applicant can be considered for admission. This form may be directly mailed by the school to the Forsyth Tech College & Career Readiness Department or may be hand delivered by the student in a **sealed envelope** with an official signature or stamp across the seal.

Mail to: Forsyth Tech Community College
College & Career Readiness
2100 Silas Creek Parkway
Winston, Salem, NC 27103

Hand deliver to: Forsyth Tech College & Career Readiness
West Campus Room 4
1300 Bolton Street
Winston-Salem, NC 27103

Section I: To be completed by the applicant and parent or guardian (please print)			
Student Name	Social Security Number	Birthdate	
School Records Office: I am applying for admission into the ABS/GED/AHS program at Forsyth Tech Community College. Please release all information regarding disciplinary or behavioral problems applicable to me while I was in attendance at your institution to Forsyth Tech Community College.			
Student Signature		Date	
Parent/Guardian Signature		Date	

Section II: To be completed by an official of the last school attended				
☐ Student records indicate no disciplinary action or behavior problems ☐ Student records indicate the following disciplinary action(s) (make attachments if necessary)				
ACTION	DURATION	DATE	REASON(S)	
Suspension				
Expulsion				
Check all of the following that apply to the student named above. ☐ Fighting ☐ Alcohol ☐ Drugs ☐ Weapons ☐ Vandalism ☐ Gang activity ☐ Other: _____				
☐ Known court action: _____				
School Seal	Name of School			
	Telephone Number			
	School Official Signature and Title			
	Date			

Dear Parents,

As you may know, North Carolina has legislation which reflects a coordinated statewide effort to motivate and encourage students to complete high school. The revocation of a student's driving permit or license will result if a student is unable to maintain adequate academic progress or drops out of school. The law became effective August 1, 1998.

For your review, pertinent information listed below will give you a better understanding of the Dropout Prevention/Driver's License Law.

If you need additional information, please contact Shannon Stanley, Director of College & Career Readiness, at (336) 734-7764.

Frequently Asked Questions	Answer
What state agencies are involved with the law?	The law specifically identifies several state agencies to work collaboratively in the implementation of the law. The Department of Public Instruction, Division of Motor Vehicles, Division on Non-public School, and the North Carolina Community College System are partners in this effort.
Who is affected by this legislation?	The legislation is directed to all North Carolina students under the age of 18 who are eligible for a driving permit or license. This includes public school, federal school, home school, private school and community college students.
Who is NOT affected by this legislation?	Students who have attained a high school diploma, a GED or an Adult High School diploma as issued by a community college are not affected by this legislation.
Driving Eligibility Certificate	There are several changes in the procedures regarding how a student obtains and retains his or her driver's permit and license. A student will need to have a Driving Eligibility Certificate in order to receive a North Carolina driver's permit or license. The Division of Motor Vehicles will not issue a driver's permit or license without a Driving Eligibility Certificate.
What is adequate progress?	Adequate academic progress will be evaluated at the end of six months. A student enrolled in Basic Skills must attend class for a minimum of sixty hours per month for a period of six consecutive months. Specific regulations apply to individual programs: GED, Adult High School, English as a Second Language, and Adult Basic Skills.
What about dropouts?	A student who drops out of school will lose his/her driver's permit or license.
Are there hardship rules?	Yes, the college will be able to issue Driving Eligibility Certificates to students based on hardship. Cases of hardship must reflect specific circumstances that are beyond the control of the student, his/her parents, or the college. The specific hardship circumstances are divided into four categories: 1. Medical considerations 2. Work-related considerations 3. Exceptional student considerations 4. Other considerations In all cases of hardship, documented proof must be submitted. A request form for consideration is available in the Dean's office.