

## READ CAREFULLY

### Completing the Minor Applicant Release Form

- Complete each line on the Release form.
- Signatures required:
  - Out of public or charter school:
    - Parent or Legal Guardian (must be notarized)
    - **Principal**
    - **Superintendent**

Out of home school:

- Parent or Legal Guardian (must be notarized)
- Designee of the home school

***NOTE: Applicants suspended or dismissed from public or charter school deemed by the college to be a serious threat will not be allowed to enter any ACC Academic and Career Readiness Program before their 18<sup>th</sup> birthday or the term of his/her suspension/dismissal is over. Applicants who are denied admission for this reason may make a written appeal to the ACR Director to review the appeal and make a decision regarding admission.***

- Adult High School Diploma Program applicants - obtain an Official Transcript (in sealed envelope) from the last school attended. DO NOT OPEN THIS ENVELOPE!
- HSE Program applicants - no transcript needed.
- Call 336-506-4376 to set up a meeting concerning the Driver's License Law.
- Parent/Legal Guardian (if Legal Guardian, bring legal documentation of custody) who signed the Release Form must attend the Driver's License Law meeting with the applicant.
- Bring the following to the meeting:
  - ✓ **COMPLETED Release Form**
  - ✓ **Picture Identification Card (license/permit OK)**
  - ✓ **Social Security Number**
  - ✓ **Official transcript from last school (if interested in AHS)**
- Appointments for HSE or AHS Registration/Orientation will be made after the meeting.



**Request Form**  
**Admission of Minors with Special Needs**  
**Must be completed by Parent or Legal Guardian**

**Name of Parent/Legal Guardian:** \_\_\_\_\_

**Name of Student:** \_\_\_\_\_ **Student's Birthdate:** \_\_\_\_\_

**Parent's Address:** \_\_\_\_\_

City

State

Zip

**Parent's Work Phone:** (\_\_\_\_) \_\_\_\_\_ **Parent's Home Phone:** (\_\_\_\_) \_\_\_\_\_

My son or daughter officially withdrew from public school on \_\_\_\_\_ (date), and I am requesting that he/she be admitted to Alamance Community College Academic and Career Readiness Program. I have attached documentation for one or more of the special needs described below.

**Please check the special need to be considered:**

- Single parenthood (pregnancy or childcare – must be documented by a physician's statement or a birth certificate).
- Medical Considerations (must be necessary to the financial well-being of the family and be documented by proof of employment and a financial statement).
- Full-time employment (must be necessary to the financial well-being of the family and be documented by proof of employment and a financial statement).

**Please explain briefly explain the circumstances of your request. Supporting documentation must be attached.**

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**Signature of Parent/Legal Guardian:** \_\_\_\_\_ **Date:** \_\_\_\_\_

**Please return to:**

Dropout Prevention Director  
Alamance-Burlington School System  
1712 Vaughn Rd.  
Burlington, NC 27217

Coordinator of Adult High School  
and Assessment/DL Program  
Alamance Community College  
1247 Jimmie Kerr Rd.  
Graham, NC 27253