



College and Career Readiness Program Waiver of Age Requirement Minor's Enrollment Application

RETURN TO: Dr. Marguerita Best, Executive Director
College and Career Readiness Program
White Building (Building 1), room 1-103
Durham Technical Community College
1637 East Lawson Street
Durham, NC 27703

Minor applicants must be at least 16 years of age.

Prior to being admitted into the College and Career Readiness (CCR) program, the Minor's Enrollment Application must be completed and submitted to the Executive Director along with an "official" copy of their high school transcript. Once this application has been reviewed and approved, the applicant will be notified and advised of the next step. Please wait to receive an email from Dr. Best, Executive Director.

To be completed by applicant

Name _____ Date of Birth _____

Contact Number _____ Last 4 digits of SS# _____

Email Address _____

Home Address _____

To be completed by parent or legal guardian

Name _____

Contact Number _____ Email Address _____

To be signed by applicant and parent or legal guardian

I am applying for admission into the College and Career Readiness program at Durham Technical Community College. Please release all available recorded information regarding any disciplinary matters I was involved in while attending public or private school.

Applicant's Signature _____ Date _____

Parent or Legal Guardian's Signature _____ Date _____

To be completed by school principal or other designated school official

Name of school _____

School Address (include state and zip code) _____

Date of last attendance or official withdrawal _____

What dropout prevention services, strategies and/or initiatives were attempted but found not to be viable for this student?

- Evening School Ed Options PLC Early College
- Middle College Tutoring Mentoring Other _____

What factors contributed to the decision that these services would not be viable for this student?

What extenuating circumstances should be considered in making a decision regarding waiver of the age requirement for this student?

In what ways has this student demonstrated that they are an independent learner?

- Self-initiating
- Seeks guidance to make informed decisions about his/her educational opportunities
- Asks for clarification when unclear about instructional content
- Seeks feed-back from instructors to improve learning outcomes
- Responds positively to corrective feedback
- Motivated to learn for personal satisfaction
- Is able to identify academic strengths and weaknesses
- Uses time-management strategies to complete assignments
- Sets goals and works to achieve them
- Attends classes regularly
- Is rarely tardy

Other _____

- Student records indicate no disciplinary action or behavioral issues
- Student records indicate the following disciplinary action (add attachment if needed)

Action	Duration	Date	Reasons
Suspension			
Expulsion			

Check all the following school policy infractions that apply to the student named above

- Fighting
 Alcohol Use
 Illegal drug use
 Weapons on school grounds
 Vandalism

Other _____

Known court action _____

School Name _____

School Address (include state and zip code): _____

School Official's Name (Print) _____

School Official's Signature _____ Date _____

School Seal



College and Career Readiness Program Parent Consent Form for Minor Applicants

NOTARIZED PETITION

STATE OF _____, COUNTY OF _____

(Printed Name of Parent or Legal Guardian) _____ personally appeared before me on this _____ day of _____, 20____ and acknowledges that they are the parent, legal guardian or other person or agency having legal custody and control of (Printed Applicant's Name) _____, attests that the current place of residence of the applicant is (City and State) _____ and the date of the applicant's withdrawal or last attendance in school was (Month/Day/Year) _____ from (Name and Full Address of School) _____

The applicant is _____ years of age and was born on _____.

I hereby give my permission and enter this petition for

(Applicant's Name) _____ to enroll in the Adult High School/ General Education Development (GED®) or High School Equivalency (HiSet®) tests at Durham Technical Community College.

(Parent or Legal Guardian's Signature) _____

Witness my hand and official seal this _____ day of _____, 20____

Signature of Notary Public _____

Commission Expiration Date _____

Notary Seal

Accessibility Services

Durham Tech provides disability accommodations and services designed to create equal access to the many aspects of education. Students can voluntarily self-identify with the College as having a disability or medical condition that may impact access to programs and activities.

Students with disabilities may achieve educational access through the effective use of accommodations or services such as individualized educational planning; support staff including note-takers and interpreters; assistive technology; alternative testing arrangements; and priority assistance during registration. Through a process of individual planning, students are encouraged to use their diverse abilities to succeed.

Durham Tech is mandated by Section 504 of the Rehabilitation Act of 1973 and the Americans with Disabilities Act (amended in 2008) to provide appropriate and reasonable accommodations to students who qualify for services.

Eligibility

These services are provided to students with a variety of disabilities including, but not limited to, attention deficit hyperactivity disorder, learning disabilities, psychological disorders, Asperger's and other pervasive developmental disorders, blindness or low vision, deafness or hard of hearing, pregnancy, mobility, and chronic health issues.

The Americans with Disabilities Act (amended in 2008) provides appropriate and reasonable accommodations to students who qualify for services. If you have a disability that may have some impact on your work in this class and for which you may require accommodation, please contact the Accessibility Services office by calling 919-536-7208, emailing accessibilityservices@durhamtech.edu, visiting the Wynn Center (Building 10), room 10-209, or view the [Accessibility Services](#) webpages for additional information regarding requirements for arranging accommodations.

In addition, services also may be available to Gateway students through Durham Public Schools. Services are offered through the Exceptional Children's Department of the Durham Public Schools and are designed to create equal access to education through the implementation of an Individualized Education Plan (IEP) designed to provide qualifying disabled students with a free appropriate public education. Students entering the Gateway to College program who previously received individualized services from a public-school district through a 504 Plan or an IEP, or who suspect they may need such services, may continue to qualify for services under Section 504 or the IDEA through the Durham Public Schools, or may request an evaluation to determine eligibility for such services. View information about [Exceptional Children Services at DPSNC](#) or contact [Dr. Marguerita Best](#), 919-536-7231, ext. 2429.

It is the policy of the State Board of Education, the Community College System, Durham and Orange County public school systems, and Durham Technical Community College to encourage young people to complete high school, rather than to seek testing for the General Educational Development (GED) exam or to seek admission to the Adult High School Program. All other educational alternatives should have been explored before high school-aged students are referred to Durham Technical Community College.