CENTRAL CAROLINA COMMUNITY COLLEGE

College and Career Readiness
MINOR RELEASE FORM - INSTRUCTIONS

Instructions for Completing Minor Release Paperwork

The minor release paperwork must be completed for a student who is 16-17 years old prior to enrollment in the College and Career Readiness Program at Central Carolina Community College.

Minor Release Form – School: Minor withdrawn from school within a six-month period must obtain a signed official withdrawal form from the local public or private educational agency.

Minor Release Form – Parent/Guardian: Minors under the age of 18 must obtain a signed, notarized petition of a parent, legal guardian, or other person or agency having legal custody and control.

Step 1	Student completes the Student Information sections on both the School and Parent/Guardian Release Forms.
Step 2	School personnel and principal complete the School Release section of the School Release Form and affix the official school seal or place in a sealed envelope. The School Release Form can be hand delivered or mailed to the College and Career Readiness program staff listed at the bottom of the form. For enrollment in the Adult High School Diploma program, an official high school transcript should also be requested and submitted in a sealed envelope.
Step 3	A parent or legal guardian completes the Parent/Guardian Authorization section on the Parent Release Form. The signature must be completed in front of a notary public.
Step 4	A notary public must complete the Notary section of the Parent Release Form validating the signature of the parent/guardian.
Step 5	Submit the School and Parental Release Forms to the College and Career Readiness program staff listed at the bottom of this form. Forms may be dropped off or mailed.
Step 6	After submitting all required minor release paperwork, a student may enroll in and begin classes in the College and Career Readiness Program at Central Carolina Community College.

North Carolina Dropout Prevention Law

A minor student under the age of 18 can lose their driver's license or permit for the following reasons:

a) Dropping out of high school
b) Failure to make adequate progress
c) Certain disciplinary offenses resulting in expulsion

A minor student who withdraws from high school is classified as a dropout and <u>may</u> be decertified by the public school from which they withdrew. Students may request recertification after 6 months of satisfactory attendance and progress or upon receiving a high school equivalency diploma or graduating from the Adult High School Diploma program. A certified, non-graduate student who does not maintain adequate attendance or progress while enrolled or is expelled for disciplinary reasons may be decertified and reported to the DMV by the College and Career Readiness Program.

For answers to frequently asked questions about the North Carolina Dropout Prevention Law:
https://www.dpi.nc.gov/districts-schools/district-operations/driver-education/driver-eligibility-faq

Lose Control, Lose Your License

North Carolina's "Lose Control; Lose Your License" law denies or takes away permits or licenses or minors age 16-17 when thy are suspended or expelled for three or more days due to one of the following offenses: possession of drugs or weapons on a school campus or school activity; or assault on school personnel. Students who lose licenses or permits under this law lose them for an entire year.

CENTRAL CAROLINA
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College and Career Readiness
MINOR RELEASE FORM - SCHOOL

Student Information

Name _____

Address _____

City, State, Zip _____

Phone Number _____

Date of Birth _____

You must be at least 16 years old to enroll in the College and Career Readiness Program.

Driver's License/Permit Number _____

Date Issued _____

I am aware of the North Carolina Department of Motor Vehicle Dropout Prevention Law and the consequences of having my permit or license revoked if I do not remain in school while under the age of 18. _____ (initials)

I am aware of the North Carolina "Lose Control; Lose Your License" law and the consequences of having my permit or license revoked if I am expelled for offenses relating to drugs, violence or weapons. _____ (initials)

Student Release

High School _____

Official Withdrawal Date _____

☐ Suspension ☐ Expulsion ☐ Other (explain below)

Disciplinary Action _____

Student's Dropout Prevention Driver's License Status _____

☐ Certified ☐ Decertified ☐ Date Decertified _____

Principal Signature _____

Date Signed _____

High School Personnel:
Attach your official school
Seal or place in a sealed envelope.

Return Forms to the designated county site coordinator:

Anita Green Career Pathways Coordinator - Chatham Central Carolina Community College 400 Progress Boulevard Siler City, NC 27344	Anita Green Career Pathways Coordinator – Lee Central Carolina Community College 5910 Enterprise Park Drive Sanford, NC 27330	Nutan Varma Career Pathways Coordinator – Harnett Central Carolina Community College 1075 E. Cornelius Harnett Blvd. Lillington, NC 27546

This form must be received and verified prior to enrollment in the College and Career Readiness Program.

CENTRAL CAROLINA COMMUNITY COLLEGE

College and Career Readiness
MINOR RELEASE FORM – PARENT/GUARDIAN

Student Information

Name _____

Address _____

City, State, Zip _____

Date of Birth _____

You must be at least 16 years old to enroll in the College and Career Readiness Program.

Last School Attended _____

Last Date Attended _____

Parent/Guardian Authorization

Name of Parent/Guardian/Petitioner _____

Relationship to Student _____

Class/Program Requested

☐ High School Equivalency/Adult Basic Education

☐ Adult High School Diploma (15 HS credits required for acceptance)

As the parent or legal guardian of the above mentioned student, I give my permission for his/her enrollment in the College and Career Readiness Program at Central Carolina Community College.

Parent/Guardian Signature _____

Date Signed _____

I am aware of the North Carolina Department of Motor Vehicle Dropout Prevention Law and the consequences of having my minor child's permit or license revoked if he/she does not remain in school while under the age of 18. _____ (*initials*)

I am aware of the North Carolina "Lose Control; Lose Your License" law and the consequences of having my child's permit or license revoked if he/she is expelled for offenses relating to drugs, violence or weapons. _____ (*initials*)

Notary

North Carolina, _____ County

I, _____ a Notary Public for said County and State,

do hereby certify that _____ personally appeared before me this day and acknowledge the due execution of the following instrument.

Witness my hand and official seal the _____ day of _____, 20_____.

My commission expires _____.

Notary Public Signature _____

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