



# Under-Age Request to Enroll Without a HS Diploma or GED

*For students who have not yet reached the age of 16.*

- High school seniors may register as non-degree students.
- High school juniors must obtain a letter of approval from their principal, guidance counselor, or Tech Prep coordinator before registering as a non-degree student.
- All students enrolled in high school who will be attending classes during the day must obtain a letter of approval from their principal or guidance counselor.
- All home schooled students need to provide documentation of a home school plan approved by the school district in which they reside.
- An official high school or home school transcript must be attached.

Student ID# \_\_\_\_\_ Date: \_\_\_\_\_

Student's Name: \_\_\_\_\_  
*Last* *First* *MI*

Address: \_\_\_\_\_ Phone: \_\_\_\_\_  
*Street* *City* *State* *Zip* :

Age: \_\_\_\_\_ Date of Birth: \_\_\_\_\_ Grade: \_\_\_\_\_

School currently attending or home school district: \_\_\_\_\_

Address: \_\_\_\_\_  
*Street* *City* *State* *Zip*

Contact person: \_\_\_\_\_ Phone: \_\_\_\_\_  
 (Principal, guidance counselor or Tech Prep Coordinator.)

Why does the student want to enroll in this course? What previous knowledge or academic preparation does the student have?  
 (Attach transcripts or other evidence if appropriate.)

## REQUIRED SIGNATURES

Both student and parent/guardian acknowledge that college course content may include information intended for mature individuals, of a graphic or explicit nature, or otherwise not suitable for young students under other circumstances; in addition, they acknowledge that BCC faculty do not have the same state-mandated reporting requirements as K12 teachers. By signature on this form, the parent/guardian gives permission to the student to be exposed to such material and to hold BCC harmless.

**The college reserves the right to limit or deny enrollment of students under the age of 16 based on a case-by-case consideration of factors.**

\_\_\_\_\_  
*Student* *Parent/Guardian*

§ Attach all required supporting documents before proceeding. §

**Vice President of Academic Affairs/Designee**  Approval  Disapproval \_\_\_\_\_ Date: \_\_\_\_\_

**Note:** Faculty members (or the department chair in a faculty member's absence) will be notified of any underage student who has registered for their class and have the right to express concern if they feel course content may not be appropriate for the student. This concern must be communicated to the in writing to the Vice President of Academic Affairs. If the Vice President determines that the reasons given constitute a compelling factor to limit (with specific parameters) or deny enrollment of the student in the course by the college, that decision will be communicated to the faculty member and the student. Faculty will also be requested to complete and submit a mid-semester and end-of-semester grade check to the designated Advisor of Underage Students.

*The faculty member and all signatories will be notified in writing of the approval or disapproval of this application.*

