

**MTCC College and Career Readiness (CCR)**

**Minor Release Petition**

Must be at least 16 years old to enroll

Main Campus - 54 College Drive, Marion, NC



[www.mcdowelltech.edu](http://www.mcdowelltech.edu)

828.659-6001

**STEP 1: COMPLETE MINOR INFORMATION**

Minor Last Name First Name Middle Name

Date of Birth Social Security Number Cell Phone Number

Street Address (place of residence) City State Zip Code

**STEP 2: PARENT/GUARDIAN COMPLETES AND SIGNS THIS FORM IN THE PRESENCE OF A PUBLIC NOTARY**

I, \_\_\_\_\_, being the parent or legal guardian (*circle one*) of the above named minor, give my permission for the minor to enroll in CCR/Continuing Education classes. I hereby certify that the minor's place of residence, date of birth, and date the minor applicant officially dropped out of school are correct as stated on this form.

Parent's/Legal Guardian's Signature

Subscribed and sworn before me this \_\_\_\_\_ day of \_\_\_\_\_, 20\_\_\_\_\_

Notary Public Signature

Notary Seal

Notary Public Address

Date Commission Expires

**STEP 3: MINOR NON- ATTENDANCE VERIFICATION**

a. \_\_\_\_\_ b. \_\_\_\_\_  
Last School Minor Attended (*If homeschooled, parent must provide registration verification*) Withdrawal Date

c. \_\_\_\_\_ d. \_\_\_\_\_  
Signature of Principal or Designee from the last school attended Date Principal/Designee signed  
agrees that this is the best educational placement for this student.

**NC MINOR WITHDRAWN WITHIN THE LAST SIX MONTHS:** Based on the Principal/Designee's determination above, I, the McDowell County Schools (MCS) Superintendent, grant permission for the minor's enrollment in the MTCC College and Career Readiness Program.

**OUT OF STATE MINOR WITHDRAWN WITHIN THE LAST SIX MONTHS:** I have no knowledge of the student, but release this minor student for enrollment in the MTCC College and Career Readiness Program.

MCS Superintendent Signature (or designee)

MCS Signature Date

**FIRST:** Find out student birth date. If less than age 18 a minor permission form is necessary.

**SECONDLY:** Ask how long the student has been out of school.

If **less than** six months:

- a. Parent/guardian completes **Step 1**
- b. Parent/guardian provides/secures information for **Step 3 a, b, c, and d**
- c. Parent/guardian must contact Ashley MCCAtha, 828-652-4535 x4300, at MCS (McDowell County Schools) to complete the last section for Step 3 with MCS signatures
- d. Parent/guardian takes form to a notary to complete **Step 2** and signs in front of the notary
- e. Form is returned to MTCC CCR **before** student can attend orientation, be tested or register.

If **longer than** six months:

- a. Parent/guardian completes **Step 1**
- b. Parent/guardian provides/secures information for **Step 3 a and b**
- c. Parent/guardian takes form to a notary to complete **Step 2** and signs in front of the notary
- d. Form is returned to MTCC CCR **before** student can attend orientation, be tested or register.

**ADDITIONALLY:** Students entering **AHS must submit a SEALED TRANSCRIPT FROM THE LAST SCHOOL THEY ATTENDED before** they can attend orientation, be tested or register.