

# Underage Admissions Quarterly Release Form

Everett Community College (EvCC) does not desire to replace or duplicate the functions of the local public schools or school networks. However, we offer the option to underage students who are still in middle school or high school and not in other approved "dual enrollment" programs, such as Running Start, to take classes at the community college. The release form allows an underage student to enroll at the college with the permission of their school administration.

The release form is required to be completed each college quarter (Fall, Winter, or Spring) with the exception of Summer quarter for registration. Submit the form along with instructor permission at Enrollment Services in Parks Student Union 201 or via email to [runningstart@everettcc.edu](mailto:runningstart@everettcc.edu).

First Name: \_\_\_\_\_ Last Name: \_\_\_\_\_

EvCC Student I.D. Number: \_\_\_\_\_ Date of Birth: \_\_\_\_\_

Email: \_\_\_\_\_

Student Phone Number: \_\_\_\_\_ Responsible Parent/Guardian: \_\_\_\_\_

**Please indicate the year (ex. 2020-2021) and the quarter you are submitting the release form:**

Academic Year: \_\_\_\_\_ Quarter (Mark one):  Fall  Winter  Spring

**The student signature below indicates that the student has read, understands, and will comply with the conditions of underage admissions and the expectations of college course enrollment.**

- The student is responsible for understanding that regular tuition and fee rates are charged, and financial aid is not available. The student is fully responsible for paying for textbooks, supplies, transportation and other costs.
- Instructor permission is required for each class and enrollment in specific college classes cannot be guaranteed.
- The student is responsible for understanding and adhering to all college policies and deadlines.
- The Family Educational Rights and Privacy Act (FERPA) of 1974 provides that FERPA rights transfer from the parent to a student who has enrolled in a college even while still enrolled in middle or high school.
- The student gives EvCC permission to contact the school district authority below to disclose information pertaining to their enrollment in the class(es).

\_\_\_\_\_  
Signature of Student

\_\_\_\_\_  
Signature of Parent/Guardian (Must match name above)

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*To be completed by the local school district or school network:*

Name of School/Homeschool: \_\_\_\_\_

School Address: \_\_\_\_\_

Contact Person: \_\_\_\_\_ Title: \_\_\_\_\_

Email: \_\_\_\_\_ Phone: \_\_\_\_\_

Student \_\_\_\_\_ has our permission to enroll at EvCC at their own expense.

\_\_\_\_\_  
Signature of School or School District Official

\_\_\_\_\_  
Date

**For EvCC Office Use only:** Initials: \_\_\_\_\_ Date: \_\_\_\_\_

Everett Community College does not discriminate based on, but not limited to, race, color, national origin, citizenship, ethnicity, language, culture, age, sex, gender identity or expression, sexual orientation, pregnancy or parental status, marital status, actual or perceived disability, use of service animal, economic status, military or veteran status, spirituality or religion, or genetic information.