



PETITION FOR UNDERAGE ADMISSIONS INFORMATION SHEET

Any underage student who wishes to register for a course at Seattle Central Community College must meet the following criteria:

1. Under 18 years of age: at least 16 years of age
2. Have *not* completed high school or a GED
3. *Not* enrolled in Running Start

Qualified underage students must complete the following process before meeting with the Director of Admissions. These steps are not optional:

1. Complete a Seattle Central Community College admissions application.
2. Take the COMPASS test for English and math, placing into no lower than ENG 101 and MAT 084 respectively.
3. Complete the underage petition form, obtaining all required signatures, to be done quarterly.
4. Write a letter detailing specifically why permission to enroll at Seattle Central Community College is being sought. This letter must be written by the student and should specify which course is to be taken as well as why this educational need cannot be met elsewhere.
5. Obtain an official transcript from current high school showing a cumulative grade point average of 2.5 or better.
6. Meet with the Associate Dean of Enrollment Services, or in her absence, the Admissions counselor.

NOTES:

- Students who are earning a diploma at their high school must have their high school counselor complete Part II of the underage petition form.
- Students who wish to earn their diploma at SCCC through participation in the high school completion program must obtain a written release from the Student Placement Office of Seattle Public Schools or from the high school principal if outside Seattle.
- Underage students will be admitted on a quarter-by-quarter basis. Students will be expected to maintain a 2.0 GPA at SCCC in order to continue attending Seattle Central Community College as an underage student. Approval is indicated by the Associate Dean's and or Admissions counselor's signature on the underage petition form.
- The petition form must be submitted anew each quarter.
- Students under the age of 18 years of age are **NOT ELIGIBLE** for financial aid.

Students and Parents need to be aware that Seattle Central Community College:

- Is an institution of higher learning, and as such, is an adult environment.
- Makes no special allowances or accommodations to students because of their age
- Does not grant parental access to a student's educational records without the written consent of the student.
- Holds all students accountable to the same high academic and disciplinary standards.

Seattle Central Community College reserves the right to request additional information and/ or deny any underage petition. The terms and conditions of this petition are in compliance with Policy 305.



UNDERAGE PETITION FORM

Part I – To be completed by Student each quarter while underage

Last Name	First Name	MI	Name of High School
Street Address	City	State	Telephone
Birth Date (Identification is required to validate age)			SSN or Student ID Number

Part II – To be completed by High School Counselor each quarter

If the above student is earning a diploma from your school rather than SCCC, please list the courses that are required or recommended for this student.

SCCC COURSES REQUIRED/RECOMMENDED

1st choice:

2nd choice

3rd choice

Name (print)/Title _____

School _____

Telephone _____

Signature _____

Part III – To be completed by Parent/Guardian each quarter

I hereby give permission for _____ to enroll in the above classes at Seattle Central Community College and agree to be responsible for the cost of tuition, books, supplies and all other fees.

I understand that my child will be attending college with adults and that the College cannot provide supervision or safeguard students outside of the classroom.

Parent/Guardian Signature

Date

Part IV – To be completed by SCCC Director of Admissions

Quarter and year student accepted:

Summer: A Fall: A Winter: A Spring: A

SCCC Signature

Date