

OZARKS TECHNICAL COMMUNITY COLLEGE

Early Start High School and Home School Permission Form

High school juniors and seniors who would like to enroll in college credit classes on OTC's campus or online during fall, spring and/or summer semesters are required to receive their high school principal's and parent or guardian's permission. Principal signature is not required for home-schooled students.

Legal Name	First	Last	M.I.	Birthdate
Social Security or OTC ID Number	Phone	Name of High School		Graduation Year
Address		City	State	Zip
Student Email Address			Parent Email Address	

ENROLLMENT INFORMATION: Maximum 2 courses per semester.

Semester and year of registration: Spring Fall Year: _____

Course Code	Course Number	Course Section	Course Title	Credit Hours

I understand:

- The subject matter of the course may be more complex and mature in nature and expectations of student behavior and performance will be held to a higher standard.
- Although courses are generally transferable, it is the student's responsibility to ensure that the dual credit course(s) for which he/she enrolls are transferable to the college/university he/she plans to attend.
- Student must process an official Withdrawal form in the Registrar's Office at OTC if they no longer wish to be enrolled in the course.
- I understand that any and all fees for the Program not covered by the District will be the Student's responsibility and the responsibility of the parent/legal guardian of the Student. OTC must receive payment in full by the published deadline date. Students with outstanding account balance amounts remaining unpaid following the deadlines established by OTC will result in the cancellation of the Student's class schedule. In the event of Student's withdrawal or non-attendance before classes begin, full refunds will be made of paid amounts only. In the event of Student withdrawal or non-attendance after classes have started for the semester, no refunds will be made.
- OTC tuition bills are available at the OTC student QuikPay account. OTC does not mail tuition bills. Tuition and fees may be paid 24/7 online thru QuikPay. Parents/legal guardians are financially responsible for full payment of the student account balance due. All delinquent account balances will be assessed up to 35% collection charges and will be reported to appropriate collection agencies and the Missouri Department of Revenue.

FERPA RELEASE

I hereby give permission to Ozarks Technical Community College to disclose to and discuss with the individual(s) identified below, any information contained in my educational, financial aid, academic, and student financial records held by OTC. This will include but is not limited to grades, registration, academic standing, payment information, collections, Veterans' benefits and financial aid. Verbal access only will be granted to the following individual(s) once appropriate photo identification has been verified. Written, printed or photocopied materials will not be provided. This release does not cover Counseling Services, Disciplinary, Behavioral Intervention Team or Disability Support records. _____ **Initial**

Student Name _____ / _____	Please Print	/	Signature	Date _____
Parent/Guardian Name _____ / _____	Please Print	/	Signature	Date _____
Counselor/Principal _____ / _____	Please Print	/	Signature	Date _____