

**ROLESVILLE HIGH SCHOOL**  
**Dual Enrollment/CTE Internship Early Release Request 2019-2020**  
**(Junior and Seniors)**

Students wishing to take a course through another institution of learning (NCVPS, approved local colleges/universities, etc.) should schedule an appointment with their assigned counselor to get more details. Students may earn high school and college credit upon successful completion of the course. Students wishing to complete a CTE internship for high school credit should schedule an appointment with the Career Development Coordinator (CDC). Applications for Early Release for Dual Enrollment/CTE Internship are due to Student Services by **August 16, 2019** for Fall Semester and **January 10, 2020** for Spring Semester.

CHECK ALL THAT APPLY:  
 (1<sup>st</sup> & 2<sup>nd</sup> CCP only)

**Fall Semester** \_\_ 1<sup>st</sup> \_\_ 2<sup>nd</sup> \_\_ 3<sup>rd</sup> \_\_ 4<sup>th</sup>

**Spring Semester** \_\_ 1<sup>st</sup> \_\_ 2<sup>nd</sup> \_\_ 3<sup>rd</sup> \_\_ 4<sup>th</sup>

***\*If requesting Late Arrival/Early Release for Dual Enrollment, documentation of dual enrollment must be attached to the application in order to be considered for Late Arrival/Early Release (no exceptions).\* (Documentation can include registration paperwork, schedule of enrolled courses, etc.)***

***If requesting Early Release for a CTE Internship, please complete the information below:***

Place of Internship: \_\_\_\_\_ Supervisor: \_\_\_\_\_

CDC Signature: \_\_\_\_\_ Date: \_\_\_\_\_

**The parent's and student's signature below verifies the understanding of the following statements:** Late Arrival/Early Release is a privilege given to Seniors and Juniors enrolled in Wake Tech CCP by the principal and is designed to give students the opportunity to leave school early in order to report to work or to a designated responsibility. The student must agree to the following terms:

1. It is the student/parent's responsibility to contact any appropriate college/university/ admissions office to determine that this request will not affect the student's admission.
2. The student agrees that this is a privilege and is subject to revocation.
3. The student agrees to leave campus immediately once they have completed the last scheduled class. (Failure to leave campus will result in the revocation of the early release pass.) The student and parent/guardian understand that the school is not liable for the student when he/she leaves campus for early release.
4. The student waives the right to take a full schedule and has determined with his/her counselor that he/she will be able to fulfill ALL graduation requirements with early release/late arrival.
5. All athletes must pass 3 classes each semester in order to obtain academic eligibility. The student is aware of any potential college/university admissions policy regarding early release/late arrival.
6. Students on an early release schedule forfeit the privilege to attend school events that occur during the school day after the early release student's scheduled classes have ended (this includes, but is not limited to: Pep Rallies, Honor Roll celebrations, etc.).
7. The student agrees to check-in with Student Services on second floor upon late arrival from CCP classes. Student understands that if they do not check-in, the student will be marked absent for 1<sup>st</sup> and 2<sup>nd</sup> periods.
8. The student/parent agrees that as a Late Arrival, at least one of the two CCP courses taken must be an online based course.

I hereby request permission for my son/daughter, \_\_\_\_\_ to have the following periods of release time for the 2019 - 2020 school year. **\*Students may have a maximum of 2 release periods per semester.\***

\_\_\_\_\_  
 Parent's Name

\_\_\_\_\_  
 Parent Signature

\_\_\_\_\_  
 Date

\_\_\_\_\_  
 Student #

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

\_\_\_\_\_  
 Date

\_\_\_\_\_  
 Parent Contact (email or phone number)

**COUNSELOR REVIEW**

My signature verifies that I have reviewed this student's record, have met with the student, and have communicated with his or her parents and have reviewed the conditions associated with promotion/graduation. This student is on track for graduation.

\_\_\_\_\_  
 Counselor Name

\_\_\_\_\_  
 Counselor Signature

\_\_\_\_\_  
 Date

\_\_\_ **Approved** \_\_\_ **Denied** (Explain : \_\_\_\_\_)

**ADMINISTRATOR REVIEW**

\_\_\_\_\_  
 Administrator Name

\_\_\_\_\_  
 Administrator Signature

\_\_\_\_\_  
 Date