

**ENROLLMENT/EXCLUSION FORM**

To Implement Sections 16-28-40 through 16-28-45, Code of Alabama, 1975

**Follow instructions on the back of this form. Print or type all information.**

**I. APPLICANT**

Driver's License No.: \_\_\_\_\_ Social Security No.: \_\_\_\_\_ Sex: \_\_\_\_\_  
Male/Female  
Legal Name: \_\_\_\_\_ Date of Birth: \_\_\_\_\_  
Last First MI MM/DD/YY  
Address: \_\_\_\_\_  
Street City State Zip

**II. ENROLLMENT SCHOOL OR GED OR JOB TRAINING PROGRAM**

Name: \_\_\_\_\_ Check one: \_\_\_\_\_ GED Program  
(School or in GED or Job Training Program) \_\_\_\_\_ Job Training Program  
Address: \_\_\_\_\_ \_\_\_\_\_ Secondary Program  
Street City State Zip

**Total Number of Disciplinary Points imposed in school for a disciplinary action:** \_\_\_\_\_

Telephone No.: \_\_\_\_\_ Signature: \_\_\_\_\_  
Title: \_\_\_\_\_

*Enter the actual date of compliance or noncompliance in the blank located to the left of the appropriate statement.*

IN COMPLIANCE	NOT IN COMPLIANCE
The applicant: _____ Is enrolled. Date	The applicant: _____ Is not enrolled. Date
_____ Withdrew due to circumstances Date beyond his or her control.*	_____ Has accumulated more than 10 consecutive Date or 15 cumulative unexcused absences during a single semester. <b>(Only for students  enrolled in secondary school)</b>
_____ Has obtained a GED Certificate. Date	_____ Is not making satisfactory progress. Date <b>(Only for GED students)</b>
_____ The applicant was previously reported as Date being noncompliant. As of this date, the student has complied.	

**III. EXCLUSION**

*Enter the actual date in the blank located to the left of the appropriate statement.*

The applicant:  
\_\_\_\_\_ Is a parent with the care and custody of a minor  
or unborn child. \_\_\_\_\_  
Physician/Health Department  
\_\_\_\_\_ Is the sole source transportation for the parent(s). \_\_\_\_\_  
Street  
\_\_\_\_\_ City State Zip Phone  
Physician's Signature

*Enter the beginning date of employment.*

The applicant:  
\_\_\_\_\_ Is gainfully and substantially employed. \_\_\_\_\_  
Place of Employment  
Street  
\_\_\_\_\_ City State Zip Phone  
Employer's Signature

## LEGISLATIVE AUTHORITY

“The Department of Public Safety shall deny a driver’s license or a learner’s license for the operation of a motor vehicle to any person under the age of 19 who does not, at the time of application, present a diploma or other certificate of graduation issued to the person from a secondary high school of this state, or any other state, or documentation that the person: (1) is enrolled and making satisfactory progress in a course leading to a general educational development certificate (GED) from a state-approved institution or organization, or has obtained the certificate; (2) is enrolled in a secondary school of this state or any other state; (3) is participating in a job training program approved by the State Superintendent of Education; (4) is gainfully and substantially employed; (5) is a parent with the care and custody of a minor or unborn child; (6) has a physician certify that the parents of the person depend on him or her as their sole source of transportation; or (7) is exempted from this requirement due to circumstances beyond his or her control as provided in this chapter.” (*Code of Alabama 1975*, §16-28-40)

## GENERAL INFORMATION/INSTRUCTIONS

1. Individuals under the age of 19 applying for, renewing, or seeking reinstatement of a driver’s license or learner’s permit to operate a motor vehicle must present to the area driver’s license examiner a diploma or other certificate of graduation, a GED Certificate, or an Enrollment/Exclusion Form.
2. Print or type all information.
3. Part I must be completed for all reports. Note: *The driver’s license number may not be available. This is the only information in Part I which may be left blank.*
4. The attendance officer or chief attendance administrator, upon request, shall provide documentation of enrollment status (complete Part I and Part II) for any student 15 years of age or older who is properly enrolled in a school under the jurisdiction of the official. The applicant should submit this form to the area Driver’s License Examiner.
5. Whenever a student **17 years of age or older** withdraws from school without meeting the exclusionary conditions of this legislation, except that, prior to attaining his or her 16th birthday every child attending a church school as defined in Section 16-28-1 is exempt from the requirements of this section, the attendance officer or chief attendance administrator should complete Part I and Part II of this form and submit to the Department of Public Safety, Driver Improvement, P.O. Box 1471, Montgomery, Alabama 36102-1471. *No other report should be submitted unless the individual changes categories from noncompliance to compliance.*
6. Appeals relative to secondary school enrollment status should be filed with the local school principal in accordance with local board of education policies.
7. Exclusion status for individuals claiming an exemption from this legislation should be completed by the designated person as identified in Part III of this form. The applicant is responsible for securing proper documentation for presentation to the Department of Public Safety.

## DEFINITIONS

1. **Applicant**-An individual between the ages of 15 and 19 applying for, renewing, or seeking reinstatement of a driver’s license or a learner’s permit for the operation of a motor vehicle.
2. **Circumstances beyond the control of applicant**-Valid reasons for exemption from this legislation and apply to the following:
  - a. Students who are mentally or physically unable to attend school.
  - b. Students who are regularly and legally employed under the provisions of the Child Labor Law.
  - c. Students who, because of the distance they reside from school and the lack of public transportation, are compelled to walk more than two miles to attend a public school. (Does not include suspension or expulsion from school or imprisonment.)
3. **Enrollment**-The status of an individual who is:
  - a. Enrolled in a school.
  - b. Enrolled in a GED program.
  - c. Enrolled in a job training program approved by the State Superintendent of Education.