



ALABAMA LAW ENFORCEMENT AGENCY
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 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* IN EDUCATIONAL COURSEWORK (SPECIFY BELOW)

Name: _____ Check one: ☐ GED Program
(School, GED, or Job Training Program) ☐ Job Training Program
Address: _____ ☐ Secondary School
Street City State Zip ☐ Non-Traditional High
Telephone No.: _____ Signature: _____ School Diploma Option
Title: _____ Program (HSDO)*

Total Number of Disciplinary Points imposed
in school for disciplinary action _____

☐ Check if this student is classified as a "qualified student"
per the McKinney-Vento Act & Alabama Act 2022-300

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

_____ Withdrew due to circumstances beyond his
Date or her control.*

_____ Has obtained a GED or HSDO Diploma.
Date

_____ The applicant was previously reported as
Date being noncompliant. As of this date, the
student has complied.

The applicant:

_____ Is not enrolled.
Date

_____ Has accumulated more than 10 consecutive or
Date 15 cumulative unexcused absences during
a single semester.
(Only for students enrolled in secondary school)

_____ Is not making satisfactory progress.
Date (Only for GED, HSDO, and virtual students)

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
Date or unborn child.

_____ Is the sole source of transportation for the parent(s).
Date

Physician/Health Department

Street

City State Zip Phone

Physician's Signature

Enter the beginning date of employment.

The applicant:

_____ Is gainfully and substantially employed.
Date

*Defined on the back of this form.

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Place of Employment

Street

City State Zip Phone

Employer's Signature _____

LEGISLATIVE AUTHORITY

"The Alabama State Law Enforcement Agency shall deny a driver license or a learner 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 nontraditional high school diploma option program or 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." Ala. Code §16-28-40(1975) . Act 2022-300 provides the term "qualified student" refers to a student meeting the definition of a "homeless child or youth" as provided by 42 U.S.C. § 11434(a)(2).

GENERAL INFORMATION/INSTRUCTIONS

1. Individuals under the age of 19 applying for, renewing, or seeking reinstatement of a driver license or learner permit to operate a motor vehicle must present to the area Driver License Examiner a diploma or other certificate of graduation, a GED, a High School Diploma, or an Enrollment/Exclusion Form.
2. Print or type all information.
3. Part I must be completed for all reports. Note: *The driver 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 License Examiner.
5. Whenever a student **16 years of age or older** withdraws from school without meeting the exclusionary conditions of this legislation, the attendance officer or chief attendance administrator should complete Part I and Part II of this form and submit to the Alabama Law Enforcement Agency, Driver License Division, 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 health official as identified in Part III of this form. The applicant is responsible for securing proper documentation for presentation to the Alabama Law Enforcement Agency.

DEFINITIONS

1. **Applicant**-An individual between the ages of 15 and 19 applying for, renewing, or seeking reinstatement of a driver license or a learner permit for the operation of a motor vehicle.
2. **Circumstances beyond the control of applicant**-Valid reasons for exemption from this legislation:
 - 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; or
 - c. Enrolled in a Nontraditional High School Diploma Option (HSDO) Program; or
 - d. Enrolled in a job training program approved by the County Superintendent of Education.
4. **Nontraditional High School Diploma Option (HSDO) Program** - The Alabama Nontraditional High School Diploma Option (HSDO) Program is an Alabama state initiative designed to help adults who previously left high school without earning a diploma. It provides a pathway for eligible individuals to earn a high school diploma rather than a GED, by completing coursework through approved adult education programs.