

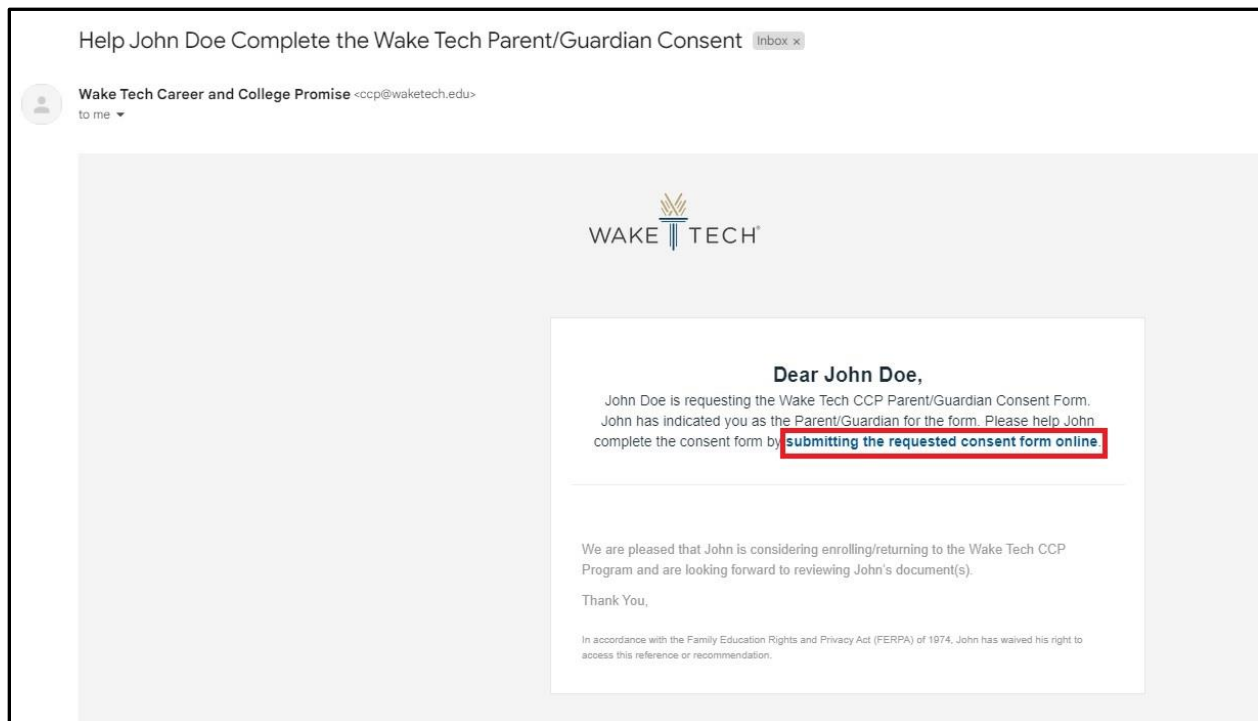


Parent/Guardian Consent Form Request

User Guide

Instructions: Complete the request form by following the step-by-step instructions below.

Step 1: Access the Parent/Guardian Consent Form Request via email request submitted by the student.



Step 2: Provide all required information needed for your student's approval to participate in the program.

NOTE: If any student completes this form on behalf of the "Parent/Guardian", CCP Staff will notify the student via email with instructions to resubmit the request to the appropriate person for consent/approval.



Parent/Guardian Consent Form Example

Hello John Doe,

Please help John Doe provide required information to the Wake Tech CCP Program by completing the form below.

* Your First Name

John Doe Parent

* Your Last Name

Guardian

Relationship

Parent

I acknowledge and consent to the following:

- I consent to my student applying and participating in the CCP program at Wake Tech CC.
- I understand and agree to comply with the requirements and procedures of the CCP program.
- I am aware that my student must grant permission for me to speak with Wake Tech staff/faculty regarding their academics.
- My student will meet with a CCP Advisor prior to registration for courses.
- I consent and permit the college to communicate my student's progress to the high school/district to support my child's success.

* Parent/Guardian Consent

☒ I Agree

* Parent/Guardian Signature

John Doe Parent Guardian

SUBMIT



Step 3: Receive confirmation notification of successful submission.

Thank You John Doe!

We've added the information to John Doe's records.

Submitted Document

Summary

YOUR FIRST NAME	UPLOADED FILES
John Doe Parent	
YOUR LAST NAME	
Guardian	
RELATIONSHIP	
Parent	
PARENT/GUARDIAN CONSENT	
I Agree	
PARENT/GUARDIAN SIGNATURE	
John Doe Parent Guardian	

NOTE: Students will receive a confirmation email with notification that the form has been submitted and will be attached to the enrollment form as shown below.

Student's Email Notification of Submission by Parent/Guardian

We've Received Your Parent/Guardian Consent Form [Inbox x](#)



Wake Tech Career & College Promise
to me ▾

Hi John,

John Doe Parent submitted the Parent/Guardian Consent Form you requested.

We have added it to your CCP New Student Application for you.

Wake Tech
||



Glossary

Parent/Guardian:

- Person considered as a birth or adoptive parent, legal guardian, or other person having responsibility for, or legal custody of the student.