



**ADMINISTRATIVE
REGULATION AND
PROCEDURE**

Title: MINIMUM AGE REQUIREMENTS FOR ENROLLMENT	Code: FF0205
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Policy Reference: F0205, Minimum Age Requirements for Enrollment

The district board supports the enrollment of individuals under the age of sixteen within the provisions of the Wisconsin Statutes §38.22(1s) and local MATC procedural guidelines.

1. General Information

The district has established procedures relating to age requirements for students requesting enrollment in courses not subject to the Compulsory School Attendance law (i.e.; courses leading to the student's high school graduation). Registration in courses would be dependent upon specific circumstances such as applicable board policy requirements, district course requirements, ability to benefit from the course and/or safety, and licensing or certification requirements. These procedures have been developed in consideration of Wisconsin State Statutes, WTCS regulations, and district board policies/procedures.

2. Board Designee

Approval for enrollment of students under 16 years of age is designated to the Registrar by the MATC District Board.

3. District Procedure

A. Individuals under 16 years of age requesting enrollment in courses not subject to the Compulsory School Attendance Law, Section 118.15 must:

1. Meet statute requirements in accordance with 38.22(1s).
 - a. District board agrees to admit the individual.
 - b. Individual has the written permission of his/her parent or guardian.
 - c. Individual will not be attending during the hours of the normal school day established under Wis. Stats. §§119.18(7) or 120.12(15).
 - d. Individual has written permission of high school principal.
2. Complete a Request for Enrollment form (15 days prior to start of semester or class).
 - a. State reason for enrollment request.
 - b. Note hours of course (See A.3).
 - c. Obtain signature of parent/guardian.
 - d. Obtain written permission from high school principal.



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- B. Students under age 16 will not be permitted to enroll based upon specific circumstances such as, but not limited to, applicable board policy requirements, district course requirements, ability to benefit from the course and/or safety and certification or licensing requirements.

COURSES/PROGRAMS EXCLUDED

1. Emergency Medical Technician.
2. All Nursing and Nurses Aide classes/Allied Health Classes.
3. No student under age 16 will be admitted to a class in which any part of the class involves hands-on applications for skill development in areas identified as hazardous in Chapter 70 Wisconsin Code (Ind 70.03(3e)). Hazardous areas include bakery machines; brick, tile, and kindred products; mining; explosive usage; use of hoisting apparatus; logging; motor vehicle drivers and outside helpers; use of radioactive substances; wrecking or demolition; usage of firearms; manufacturing or processing etc.
4. Fire training courses.
5. Alcohol and Other Drug Abuse core classes.
6. Industrial Technology courses (i.e: Quality Assurance courses).
7. Childcare core courses.
8. Law Enforcement courses (contact or recruit specific training).

Office of Responsibility: Registration and Records, High School Relations
Last Reviewed: Mar-2021