

To: Prospective Students
From: Dr. Alesia Stuart
Re: Commercial Driver's License (CDL) Registration

We appreciate your interest in Reid State Technical College. Enclosed, please find a schedule of upcoming class dates and enrollment information for the Commercial Truck Driving program.

The following items are required to complete your admissions process:

1. Completed Admission Application
2. Proof of In-State Residency (copy of valid driver's license)
3. Official High School Transcript, Copy of GED, or Take and pass the Ability to Benefit Test
4. Proof of MVR (driving record)
5. Proof of Drug Screen Results and D.O.T. Physical
6. Proof of CLL Learner's Permit

You must take a D.O.T. Physical before you take the CLL Learner's Permit test. All items must be in the Admissions Office before tuition and fees are paid.

Financial aid for the Commercial Truck Driving program is available through the Veteran's Administration Program, Workforce Investment Act (WIA), Rehabilitation Services and Scholarships. If you are unemployed, the state employment service in your area administers the WIA assistance. Contact this agency for eligibility information. Applications should be completed three to four weeks prior to the date classes begin.

KEY CONTACTS

Information	Ms. Laushaun Watson
Scholarships	Mrs. Christy Goodwin
Admissions	Mrs. Theresa Ryland
Registration	Ms. Vickie Nicholson

We look forward to receiving your application and invite you to visit our campus. Commercial Truck Driving day classes meet Monday through Friday from 7:00 a.m. until 3:00 p.m. For additional information, call Ms. Laushaun Watson at (251) 578-1313, extension 101.

ldw

Enclosures

List all colleges or technical schools you have attended and give dates of attendance at each. An academic and financial aid transcript will be required from each institution upon acceptance for admission.

NAME OF COLLEGE	CITY	STATE	YEARS OF ATTENDANCE		DEGREE RECEIVED
			FROM	TO	

Have you ever attended any campus of Reid State Technical College? YES NO

Indicate campus and year(s) attended: MAIN - From _____ to _____ ATMORE - From _____ to _____

Are you employed? YES NO Employer's Name _____ Phone _____

INSERT CORRECT NUMBERS IN THE BOXES BELOW

ENROLLMENT TO BEGIN

YEAR

SEMESTER
1 - FALL 2 - SPRING 3 - SUMMER

SEX

1 - FEMALE
 2 - MALE

CLASSIFICATION

1 - FRESHMAN 6 - RE-ADMITTED
 2 - TRANSFER 7 - UNCLASSIFIED
3 - AUDIT
4 - TRANSIENT
5 - ACCELERATED PROGRAM

ETHNIC BACKGROUND

(Required for HEW reports only)

US CITIZEN or Permanent Resident
1 - AMERICAN INDIAN OR ALASKAN
2 - ASIAN OR PACIFIC ISLANDER
3 - BLACK
4 - HISPANIC
5 - WHITE
6 - OTHER _____
Non US Citizen or Permanent resident
7 - INTERNATIONAL STUDENT
Country of Citizenship _____

CAMPUS TO ATTEND

0 - ATMORE
 1 - MAIN

IF NOT A U.S. CITIZEN,
ARE YOU A RESIDENT
ALIEN?

YES NO
If yes, please submit a photo
copy of your Resident Alien
Card.

EDUCATIONAL OBJECTIVE

1 - Diploma
 2 - Career or Technical Degree (AAT)
 3 - Certificate
 4 - Training for Business or Industry
 5 - Self-Improvement (for college credit)
 6 - Self-Improvement (Audit only, non-credit)
 7 - Transient Only
(Submit letter from current college)
 8 - Other (specify) _____

SELECTIVE SERVICE: I CERTIFY THAT I COMPLY WITH THE PROVISIONS OF THE UNITED STATES MILITARY SELECTIVE SERVICE ACT (50 U.S.C. APP 453) BY HAVING REGISTERED WITH THE SELECTIVE SERVICE BOARD, OR THAT I AM NOT YET 18 YEARS OF AGE AND WILL REGISTER WHEN REQUIRED, OR THAT I AM NOT REQUIRED BY LAW TO REGISTER.

I hereby affirm that all information given on this application is true and accurate. I understand that withholding or giving false information may make me ineligible for admission to REID STATE TECHNICAL COLLEGE and is reason for termination with loss of credits. Personal photos may be used for college marketing purposes.

NON-DISCRIMINATION POLICY
It is the policy of REID STATE TECHNICAL COLLEGE not to discriminate against any persons on the basis of sex, disability, race, age, color, religion, or national or ethnic origin. The college is in compliance with Section 504 and the American Disabilities Act (ADA) Regulations.

Signed: _____ Date: _____
(Applicant's Signature)

Signed: _____ Date: _____
(Parent or Guardian's Signature if under 18)

Reid State Technical College is an equal opportunity, equal educational institution.



**THE ALABAMA COLLEGE SYSTEM
CERTIFICATION OF ELIGIBILITY FOR IN-STATE RESIDENCY**

COLLEGE: REID STATE TECHNICAL COLLEGE

STUDENT NAME: _____ SSN: _____

ADDRESS: _____

HOME TELEPHONE: _____ DATE OF BIRTH: _____

SEMESTER: _____ NUMBER OF HOURS ENROLLED: _____

I submit this application for in-state residency for tuition purposes based on one of the following:

- I (or my non-estranged spouse) have lived in the State of Alabama for at least 12 months.
- I am a minor, and my parent(s)/legal guardian(s) has lived in the State of Alabama for at least 12 months.
- I hereby certify that the above address is my residence in the State of Alabama, and I intend to remain at this address indefinitely. I further certify that I have more substantial connections with the State of Alabama than with any other state.*
- I am a non-resident dependent student, and my supporting person is a full-time permanent employee of this institution.
- I am a non-resident dependent student, and my supporting person can verify full-time permanent employment in Alabama, and said employment will begin within ninety (90) days of my registration.
- I am a non-resident dependent student, and my supporting person is a member of the United States military on full-time active duty stationed in Alabama under orders for duties other than attending school.
- I am a non-resident dependent student, and my supporting person is an accredited member of a consular staff assigned to duties in Alabama.
- I (or my spouse) am a full-time permanent employee of this institution.
- I (or my spouse) can verify full-time permanent employment in Alabama, and said employment will begin within ninety (90) days of my registration.
- I (or my spouse) am a member of the United States military on full-time active duty stationed in Alabama under orders for duties other than attending school.
- I (or my spouse) am an accredited member of a consular staff assigned to duties in Alabama.
- I reside in a county of a state which is within the 50-mile radius of the designated campus of this institution.

I understand that in order to be eligible for resident tuition rates, the burden of proof lies with me. Appropriate documentation is attached in support of my request for eligibility for resident tuition rates. I agree to notify the college if there are any changes in the information submitted with this form. I understand that an out-of-state student cannot attain resident student status simply by attending school for 12 months in the State of Alabama.

Signature of Student

Date

*The following aspects will be considered by the college in determining eligibility for resident tuition rates. (Check categories where documentation has been provided.)

- | | |
|---|--|
| <input type="checkbox"/> Location of high school graduation. | <input type="checkbox"/> Ownership of personal property in the state, payment of state taxes on the property, and possession of state license plates. |
| <input type="checkbox"/> Payment of Alabama state income tax as a resident. | <input type="checkbox"/> Continuous physical presence in the state for a purpose other than attending school, excluding temporary absences for travel, military service, and temporary employment. |
| <input type="checkbox"/> Ownership of a residence or other real property in the state and payment of state ad valorem taxes on the residence or property. | <input type="checkbox"/> Membership in religious, professional, business, civic, or social organizations in the state. |
| <input type="checkbox"/> Full-time employment in the state. | <input type="checkbox"/> Maintenance in the state of checking and saving accounts, safe deposit boxes, or investment accounts. |
| <input type="checkbox"/> In-state residence of a spouse, parents or children. | <input type="checkbox"/> In-state address shown on selective service registration, driver's license, automobile title registration, hunting and fishing licenses, insurance policies, stock and bond registrations, last will and testament, annuities, or retirement plans. |
| <input type="checkbox"/> Previous periods of residency in the state for one year or more. | |
| <input type="checkbox"/> Voter registration and voting in the state (preferably initially occurring at least one year prior to the initial registration of the student in Alabama.) | |
| <input type="checkbox"/> Possession of state or local licenses to do business or practice a profession in the state. | |

REID STATE TECHNICAL COLLEGE

COMMERCIAL TRUCK DRIVING ADMISSIONS CHECKLIST

THINGS TO BE COMPLETED AT LEAST TWO WEEKS BEFORE CLASS BEGINS:

- APPLICATION FOR ADMISSION.
- TRANSCRIPTS FROM HIGH SCHOOL.
- COPY OF GED, IF APPLICABLE.
- PROOF OF SELECTIVE SERVICE REGISTRATION (MALE 18-26 YEARS OF AGE).
- APPLY FOR SCHOLARSHIP.
- TAKE ABILITY TO BENEFIT TEST (IF APPLICABLE), IF YOU DO NOT HAVE A HIGH SCHOOL DIPLOMA OR A GED, YOU WILL NEED TO TAKE THE TEST AND PASS IT PRIOR TO ENROLLMENT. SCHEDULE ABILITY TO BENEFIT TEST WITH MRS. MANDY WILSON (251)578-1313 EXT. 149.
- D.O.T PHYSICAL AND DRUG SCREEN COMPLETED.
- MVR (MOTOR VEHICLE RECORD) FROM MONTGOMERY.
- CLASS A CDL LEARNERS PERMIT (FROM D.O. T. OFFICE).
- COPY OF VALID DRIVERS LICENSE

Return to: Driving Record Request
Driver License Division
P O Box 1471
Montgomery AL 36102-1471

TO WHOM IT MAY CONCERN:

The Alabama Department of Public Safety is unable to process your request for a driving record as it has been previously submitted (see enclosed).

- The fee for searching the files of the Driver License Division and certifying information is \$5.75 per request. If the information you have provided is incorrect or if we are unable to locate the record, a new request must be submitted with the accompanying \$5.75 fee.
- Return with Subpoena.
- In order to purchase a copy of a driving record, please complete the following information and return this letter with \$5.75 in the form of a cashier's check, certified check or money order made payable to the Alabama Department of Public Safety. **NO PERSONAL CHECKS WILL BE ACCEPTED.** Please allow one week to 10 days for processing requests. Enclose a self-addressed, stamped envelope with your return request and mail all to address in the upper right hand corner.

Full Name _____
(as it appears on driver license for record requested)

Current Address _____

Driver License Number _____

Race _____ Sex _____ Date of Birth _____

Your return address _____

- The attached request is returned for the following reason(s) _____

REID STATE TECHNICAL COLLEGE
Transcript Release Form

I hereby authorize the release of my _____ Official Transcript to: Reid State Technical College
GED Scores P. O. Box 588
Evergreen, AL 36401

Name Under Which You Attended

Address (Street/Box) (City) (State) (Zip)

Date of Birth Graduation Date

Name of School or College Attended

Address Signature

City / State / Zip Date

PLEASE RETURN THIS CARD WITH TRANSCRIPT