

# REQUEST FOR INDIVIDUAL APPROVAL

Name: \_\_\_\_\_ ID#: \_\_\_\_\_

A person who is at least eighteen (18) years of age and who did not graduate from a high school may be considered for admission by Individual Approval. A request for admission by Individual Approval should be submitted to the Office of Student Information Services. If approved, the following limitations and conditions will be placed on the students enrollment: (1) an official Hill College transcript will not be issued until the student has either passed the Certificate of High School Equivalency exam or completed fifteen (15) semester hours of college level courses with a GPA of 2.0 or better and (2) placement testing may be required in order to determine the student's readiness for the college's curricular offerings. Other limitations and conditions may be established by the College.

**I am requesting individual approval for the following reason(s):**

- ☐ Did not graduate from high school
- ☐ Graduated from a non-accredited high school
- ☐ Did not graduate from high school or obtain a Certificate of High School Equivalency
- ☐ Other Reason: \_\_\_\_\_

**I understand the following limitations and conditions will be placed on my enrollment:**

- I will be placed on hold which means an official Hill College transcript will not be issued until I have passed the Certificate of High School Equivalency exam or have completed fifteen (15) semester hours of college level courses with a GPA of 2.0 or better.
- Placement testing may be required in order to determine a student's readiness for the college's curricular offerings.

\_\_\_\_\_  
Student Signature

\_\_\_\_\_  
Date

---

## For Office Use Only

***Admission Status Remains 2 until criteria is met***

- ☐ Admitted for Individual Approval
- ☐ Pending- Reason: \_\_\_\_\_
- ☐ Denied- Reason: \_\_\_\_\_

\_\_\_\_\_  
Authorized Official

\_\_\_\_\_  
Date

---