

NAVIT Enrollment Required Documentation

1. Copy of the student's official birth certificate (not a hospital birth record) OR a Valid Arizona Driver's License (not a permit)
2. Copy of the FERPA signed in all three sections
3. Photo Release Form (please only sign one section)
4. Handbook Signature Page (signed by both student and parent)
5. Arizona Residency Documentation Form AND copy of documentation to support
6. High School Transcript.

Scan and email the above documents to:

Enrollment@navit.k12.az.us

Can also mail to the NAVIT office at:

NAVIT

951 W Snowflake Blvd

Snowflake, AZ 85937

Application will not be considered for enrollment until all the documentation has been received.

Northland Pioneer College
RECORDS & REGISTRATION

RELEASE OF STUDENT INFORMATION

Name of Student: _____
Last Name First Name Middle Initial
Student ID Number: _____ Date: _____

This form is valid for one year. If valid for more or less than one year, please identify beginning and ending dates: April 2023 to June 2025.

This form allows students to grant access to their educational records maintained by the college's Records and Registration Office, Business Office and/or Financial Aid Office to another person, agency or school. Check the box(es) that apply below.

- Access to all educational records
- or
- Access to specific educational records only (please specify): _____

The college **prohibits** the release of certain aspects of student records (e.g., grades, unofficial/official transcripts) via phone, e-mail and/or fax. The college also **prohibits** the release of student ID numbers and login information.

This access/permission may be granted to: (List full name, address, and date of birth (DOB) if applicable for each person, agency or school. Person must provide photo ID if accessing records in-person.)

Name: _____ DOB (if applicable): _____

Address: _____

Name: _____ DOB (if applicable): _____

Address: _____

Northern Arizona Vocational Institute of Technology (NAVIT), 951 West Snowflake Blvd., Snowflake, AZ 85937

Check the box above if you wish to include NAVIT in the release of student information.

I hereby give my permission for Northland Pioneer College (NPC) to release the information above to the specific person, agency or school as indicated. I understand that this information may be released directly to any entity named above either in writing or by telephone after making a reasonable attempt to verify the identity of the person.

I hereby authorize the above entity to act as my proxy to process transactions at NPC following a reasonable attempt by the college to verify the identity of the person. I further understand that I am responsible for any decisions made by my proxy on my behalf. I understand that I remain responsible for complying with all applicable requirements, policies, deadlines, charges, penalties, or grades.

(Signature of Student- Required) _____ Date _____

(Signature of Student- Required) _____ Date _____

Official Witness (NPC/NAVIT/school representative) _____ Printed Name _____ Site _____ Date _____

A Notary Public must be used if not witnessed by an NPC/NAVIT/school representative.

State of Arizona)
) SS:
County of _____)

On this, the _____ date of _____, 20____, before me a notary public, the undersigned officer, personally appeared _____, known to me or who has produced (type) _____ as identification, to be the person whose name is subscribed to the within instrument, and acknowledged that he/she executed the same for the purposes therein contained.

In witness hereof, I hereunto set my hand and official seal.

Notary Public
My commission expires on the _____ day of _____, 20____

I hereby give my permission for **Northern Arizona Vocational Institute of Technology (NAVIT)** to release the NPC-provided information above to the specific person, agency or school as indicated. I understand that this information may be released directly to any entity named above either in writing or by telephone after making a reasonable attempt to verify the identity of the person. This form is valid for one year from the date of signature.

(Signature of Student – Required) _____ Date _____

Original form must be sent to the Records & Registration Office. Available for other college departments upon request.

PUBLIC NOTICE OF NONDISCRIMINATION: Northland Pioneer College does not discriminate on the basis of race, color, national origin, veteran status, religion, marital status, gender, age or disability in admission or access to, or treatment or employment in its educational programs or activities. District grievance procedures will be followed for compliance with Title IX and Section 504 requirements. The Affirmative Action Compliance Officer is the Director of Human Resources, 2251 E. Navajo Blvd., Holbrook, Arizona 86025, (800) 266-7845. The Section 504 Compliance Officer is the Coordinator of Disability Resource and Access, 1001 W. Deuce of Clubs, Show Low, Arizona 85901, (800) 266-7845. The lack of English language skills will not be a barrier to admission and participation in vocational education programs. Revised 9-12-14



Video, Audio, Photo, Art Release

I, _____, parent or legal guardian of _____

Print Name of Parent/Guardian

Student's Printed Name

do hereby consent, release from all liability and grant permission to **Northern Arizona Vocational Institute of Technology (NAVIT)** to use my child's name, still photograph, motion picture or video footage, recording of his/her voice or original artwork for publicity, advertising and news material connected with NAVIT or NPC. This may include, but is not limited to, advertising, publicity, commercial or other business purposes such as print publications, web pages, video, social media or instruction. These reproductions are the sole property of NAVIT/NPC and may be used in conjunction with my child's name.

*Parent/Guardian signature **required** for minors under age 18 Date (Valid for 2 years from Signature Date)*

Do Not Use My Child's Information

I, _____, parent or legal guardian of _____

Print Name of Parent/Guardian

Student's Printed Name

do **NOT** grant permission to **Northern Arizona Vocational Institute of Technology (NAVIT)** to use my child's information for any reason.

*Parent/Guardian signature **required** for minors under age 18 Date (Valid for 2 years from Signature Date)*



Please sign, date this page, and return with NAVIT enrollment application.

HANDBOOK ACKNOWLEDGEMENT: located on our website www.navitschool.org

THE UNDERSIGNED STUDENT AND PARENT ACKNOWLEDGES THAT HE/SHE HAS CAREFULLY READ THE NAVIT HANDBOOK RULES AND PROCEDURES IN ITS ENTIRETY; THEREFORE, UNDERSTANDS ALL OF ITS TERMS AND CONDITIONS AND ACKNOWLEDGES THE RECEIPT OF SAID RULES/PROCEDURES.

My signature below verifies I have indeed read and agree to abide by all NAVIT handbook policies. I further understand the coded consequences for each violation of all infractions of NAVIT policies contained within this handbook.

Parent signature: _____ **Date:** _____

Printed parent name _____

Student signature _____ **Date:** _____

Printed student name _____

****Failure to return this form in a timely may result in revoking NAVIT enrollment.****

**Arizona Department of Education Arizona
Residency Documentation Form**

Student :

School District : NAVIT

Parent/Legal Guardian

As the Parent/Legal Guardian of the Student, I attest* that I am a resident of the State of Arizona and submit in support of this attestation a copy of the following document that displays my name and residential address or physical description of the property where the student resides:

Valid Arizona driver's license, Arizona identification card or motor vehicle registration

Real estate deed or mortgage documents

Property tax bill

Residential lease or rental agreement

Water, electric, gas, cable, or phone bill

Bank or credit card statement

W-2 wage statement

Payroll stub

Certificate of tribal enrollment or other identification issued by a recognized Indian tribe that contains an Arizona address.

Documentation from a state, tribal or federal government agency (Social Security Administration,

Veteran's Administration, Arizona Department of Economic Security)

I am currently unable to provide any of the foregoing documents. Therefore, I have provided an original affidavit signed and notarized by an Arizona resident who attests that I have established residence in Arizona with the person signing the affidavit. (please call NAVIT office for affidavit)

Signature of Parent/Legal Guardian _____ Date _____

*For members of the armed services, the provision of verifiable documentation does not serve as a declaration of official residency for income tax or other legal purposes.