



STATE OF ALABAMA  
DEPARTMENT OF EDUCATION



Eric G. Mackey, Ed.D.  
State Superintendent of Education

October 12, 2022

**REVISED**

Alabama  
State Board  
of Education

**M E M O R A N D U M**

Governor Kay Ivey  
President

**TO:** City and County Superintendents of Education

Jackie Zeigler  
District I

**FROM:** Eric G. Mackey *EGM*  
State Superintendent of Education

Tracie West  
District II  
President Pro Tem

**SUBJECT:** Updated Alabama Law Enforcement Agency Enrollment/Exclusion Form

Stephanie Bell  
District III

The Alabama Law Enforcement Agency (ALEA) has updated the Enrollment/Exclusion Form to implement Sections 16-28-40 through 16-28-45, *Code of Alabama, 1975*. Please use the updated DL-93 form that is attached, and it can also be found at [Driver License Forms | Alabama Law Enforcement Agency \(alea.gov\)](http://alea.gov) for any students requesting a learners license. ALEA will no longer accept previous versions of this form.

Yvette M. Richardson, Ed.D.  
District IV

Additionally, Act 2022-300 provides the term “qualified student” that refers to a student meeting the definition of a “homeless child or youth” as provided by 42 U.S.C. §11434(a)(2). This Act waives the license fee for all students that fall under this classification.

Tonya S. Chestnut, Ed.D.  
District V

If you have any questions, please contact Jeremy Seamon by telephone at 334-694-4545 or by email at [jseamon@alsde.edu](mailto:jseamon@alsde.edu).

Cynthia McCarty, Ph.D.  
District VI

EGM/JS/FT

Belinda McRae  
District VII

Attachment

Wayne Reynolds, Ed.D.  
District VIII  
Vice President

cc: High School Principals  
Attendance Officers  
Chief Attendance Administrators  
Driver Education Teachers  
Dr. Brandon T. Payne  
Mr. Chad Carpenter

Eric G. Mackey, Ed.D.  
Secretary and  
Executive Officer

**FY23-3004**



ALABAMA LAW ENFORCEMENT AGENCY
ENROLLMENT / EXCLUSION FORM

To Implement Sections 16-28-40 through 16-28-45, Code of Alabama, 1975



Follow instructions on the back of this form. Print or type all information.

I. APPLICANT\*

Driver's License No.: \_\_\_\_\_ Social Security No.: \_\_\_\_\_ Sex: \_\_\_\_\_
Legal Name: \_\_\_\_\_ Date of Birth: \_\_\_\_\_
Address: \_\_\_\_\_

II. ENROLLMENT\* SCHOOL OR GED OR JOB TRAINING PROGRAM

Name: \_\_\_\_\_ Check one: [ ] GED Program [ ] Job Training Program [ ] Secondary School
Address: \_\_\_\_\_
Telephone No.: \_\_\_\_\_ Signature: \_\_\_\_\_
Title: \_\_\_\_\_

Total Number of Disciplinary Points imposed in school for disciplinary action \_\_\_\_\_
[ ] Check if this student classified as a "qualified student" Defined Per Act 2022-300

Enter the actual date of compliance or noncompliance in the blank located to the left of the appropriate statement.

IN COMPLIANCE

NOT IN COMPLIANCE

The applicant:
[ ] Is enrolled.
[ ] Withdrew due to circumstances beyond his or her control.\*
[ ] Has obtained a GED Certificate.
[ ] The applicant was previously reported as being noncompliant. As of this date, the student has complied.

The applicant:
[ ] Is not enrolled.
[ ] Has accumulated more than 10 consecutive or 15 cumulative unexcused absences during a single semester. (Only for students enrolled in secondary school)
[ ] Is not making satisfactory progress. (Only for GED students)

III. EXCLUSION

Enter the actual date in the blank located to the left of the appropriate statement.

The applicant:
[ ] Is a parent with the care and custody of a minor or unborn child.
[ ] Is the sole source of transportation for the parent(s).

Physician/Health Department
Street
City State Zip Phone
Physician's Signature

Enter the beginning date of employment.

The applicant:
[ ] Is gainfully and substantially employed.

Place of Employment
Street
City State Zip Phone
Employers Signature

\*Defined on the back of this form. Revised 04/2022

APPLICANT

SCHOOL OFFICIAL

PHYSICIAN/HEALTH OFFICIAL

EMPLOYER

## LEGISLATIVE AUTHORITY

"The Department of Public Safety shall deny a driver's license or a learner's license for the operation of a motor vehicle to any person under the age of 19 who does not, at the time of application, present a diploma or other certificate of graduation issued to the person from a secondary high school of this state, or any other state, or documentation that the person: (1) is enrolled and making satisfactory progress in a course leading to a general educational development certificate (GED) from a state approved institution or organization, or has obtained the certificate; (2) is enrolled in a secondary school of this state or any other state; (3) is participating in a job training program approved by the State Superintendent of Education; (4) is gainfully and substantially employed; (5) is a parent with the care and custody of a minor or unborn child; (6) has a physician certify that the parents of the person depend on him or her as their sole source of transportation; or (7) is exempted from this requirement due to circumstances beyond his or her control as provided in this chapter." Ala. Code §16-28-40(1975) . Act 2022-300 provides the term "qualified student" refers to a student meeting the definition of a "homeless child or youth" as provided by 42 U.S.C. § 11434(a)(2).

### GENERAL INFORMATION/INSTRUCTIONS

1. Individuals under the age of 19 applying for, renewing, or seeking reinstatement of a driver's license or learner's permit to operate a motor vehicle must present to the area driver's license examiner a diploma or other certificate of graduation, a GED Certificate, or an Enrollment/Exclusion Form.
2. Print or type all information.
3. Part I must be completed for all reports. Note: *The driver's license number may not be available. This is the only information in Part I which may be left blank.*
4. The attendance officer or chief attendance administrator, upon request, shall provide documentation of enrollment status (complete Part I and Part II) for any student 15 years of age or older who is properly enrolled in a school under the jurisdiction of the official. The applicant should submit this form to the area Driver's License Examiner.
5. Whenever a student **16 years of age or older** withdraws from school without meeting the exclusionary conditions of this legislation, the attendance officer or chief attendance administrator should complete Part I and Part II of this form and submit to the Department of Public Safety, Driver Improvement, P.O. Box 1471, Montgomery, Alabama 36102-1471. *No other report should be submitted unless the individual changes categories from noncompliance to compliance.*
6. Appeals relative to secondary school enrollment status should be filed with the local school principal in accordance with local board of education policies.
7. Exclusion status for individuals claiming an exemption from this legislation should be completed by the health official as identified in Part III of this form. The applicant is responsible for securing proper documentation for presentation to the Department of Public Safety.

### DEFINITIONS

1. **Applicant**-An individual between the ages of 15 and 19 applying for, renewing, or seeking reinstatement of a driver's license or a learner's permit for the operation of a motor vehicle.
2. **Circumstances beyond the control of applicant**-Valid reasons for exemption from this legislation:
  - a. Students who are mentally or physically unable to attend school
  - b. Students who are regularly and legally employed under the provisions of the Child Labor Law
  - c. Students who, because of the distance they reside from school and the lack of public transportation, are compelled to walk more than two miles to attend a public school (Does not include suspension or expulsion from school or imprisonment.)
3. **Enrollment**-The status of an individual who is:
  - a. Enrolled in a school;
  - b. Enrolled in a GED program; or
  - c. Enrolled in a job training program approved by the County Superintendent of Education.