

**Bergen Community College**  
**Board of Trustees**  
**Section: ACAD**

**Policy # ACAD: 005-001: 2018**

**Effective Date:**

**Responsible Official:**

Vice President of Academic Affairs

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**Age Restriction in Continuing Education Courses and Certificate Programs**

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**Reason for Policy:** To clearly state the age restriction for Continuing Education Courses and Certificate Programs.

**Entities Affected by this Policy:** The Public

**Policy Statement:**

Unless otherwise noted, courses in the Division of Continuing Education are intended for adults 18 years of age or older. Students who are 16 years of age and older and who believe that they have reason to appeal this policy may do so by contacting the Executive Director of Continuing Education and Workforce Development in writing by mail, fax or e-mail. Requests for a waiver must be submitted at least three weeks prior to the course start date.

**Procedures:**

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**Related Documents/Policies:**

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**Policy History:**

Section: D: DJ

Resolution: I2

Adopted: 6/7/2006

Updated: 3.22.18