

Randolph Technical Career Center

www.orangesouthwest.org/rtcc/

Student Application *School year 2017-2018*

Name _____ Date of Birth _____
Last First MI

High School _____ Entering Grade 11th _____ 12th _____

Legal Town of Residence _____

Mailing Address _____

Physical Address (911 address) _____

Home Phone _____ Email Address _____

(Please circle the legal guardian)

Father/Guardian _____ Daytime Phone _____

Email Address _____ Cell Phone _____

Mother/Guardian _____ Daytime Phone _____

Email Address _____ Cell Phone _____

Program Information

Indicate your first (1) choice and second (2) choice of the RTCC Programs below.

___ Agricultural Technology

___ Digital Filmmaking

___ Automotive Technology

___ Education & Social Services

___ Building Trades

___ Environmental Resource Mgt.

___ Business Management

___ Graphic Arts

___ Culinary Arts

___ Health Careers

___ Diesel Technology

___ Public Safety & Criminal Justice

RTCC provides equal education opportunities to all learners regardless of race, color, national origin, gender, disability, religion, sexual orientation, gender identity, or marital/civil union status. Questions about this policy should be directed to our Guidance Coordinator – 728-9595.

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Student Application (continued)

Please explain why you want to enroll in this program and what your goals will be at RTCC.

Please explain your current college and or career plans.

Parent/Guardian Signature

Date

Educational Information (to be completed by School Counselor)

Counselor's Name _____

Please include the following with the application:

1. **TRANSCRIPT:**
Please include a copy of the student's transcript *and* a current report card with the application.
2. **ATTENDANCE:**
Number of days absent to date this year. _____
3. **DISCIPLINE & BEHAVIOR:**
Please list or attach a record of any disciplinary infractions.

4. **PLEASE LIST ACADEMIC COURSES NEEDED FOR GRADUATION AND COLLEGE ELIGIBILITY**

<u>Junior Year</u>		<u>Senior Year</u>	
Course	Credit	Course	Credit

***APPLICATION CAN NOT BE PROCESSED WITHOUT
A TRANSCRIPT AND A CURRENT REPORT CARD***

I _____ believe that _____
(School Counselor Signature) (Student's Name)

can meet the academic requirements of the program selected and can behave in a manner as to ensure his/her safety and the safety of others.

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APPLICATION FOR ADMISSION

1. The student will be introduced to RTCC through a presentation done by RTCC staff or by an individual meeting with the high school guidance counselor.
2. The student must visit the RTCC programs being considered. The student's guidance counselor may arrange visits by contacting the guidance coordinator.
3. The student, the student's parent/guardian, and the guidance counselor must sign the application. The counselor will forward the application to RTCC.
4. Students must be juniors or seniors. First priority will be given to students who have their graduation requirements in order and can devote their day to their technical program.
5. The Admissions Committee will review all applications and make recommendations.
6. Admission to a program will also depend on successful completion of the application procedures.
7. Students with special needs, including students with IEPs or 504 Plans, are encouraged to apply to RTCC. Once a student with an IEP or a 504 Plan has been accepted to RTCC, a meeting must be held to determine appropriate technical program placement and the accommodations necessary for success in that program. This meeting must be held before the student begins classes at RTCC.
8. Students and guidance counselors will be notified as soon as possible regarding each student's official admission to RTCC. All students will be on a probationary status for 30 Technical Center school days, beginning with the first day of attendance. This phase will be used for curriculum-based assessment and to determine the appropriateness of placement. Students will automatically be granted full standing after the probationary period unless notified of continued probationary status or withdrawal.

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