

Randolph Technical Career Center

www.orangesouthwest.org/rtcc

Student Application School year 2012-2013

Name _____ Date of Birth _____
Last First Middle

High School _____ Grade Upon Entering 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.

___ Automotive Technology

___ Environmental Resource Mgt.

___ Diesel Technology

___ Graphic Arts

___ Business Management

___ Technical Health Careers

___ Building Trades

___ Human Services/Teacher Preparation

___ Public Safety & Criminal Justice

___ Media & Communication

___ Culinary Arts

___ Power & Sustainable Technology

Randolph Technical Career Center

Student Application (continued)

Using your own words and handwriting, please explain why you want to enroll in this program and what your goals at RTCC will be.

Please explain your current college and or career plans.

Parent/Guardian Signature

Date

Educational Information (to be completed by Guidance Counselor)

Counselor's Name _____

Please include the following with the application:

- TRANSCRIPT:**
Please include a copy of the student's transcript *and* a current report card with the application.
- ATTENDANCE:**
Number of days absent to date this year. _____
- DISCIPLINE & BEHAVIOR:**
Please list any discipline 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 _____
(Guidance 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.

Randolph Technical Career Center

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 or student services 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 10 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.

The Randolph Technical Career Center ensures equal employment and educational opportunities regardless of race, age, national origin, or handicap in compliance with federal and state law.

