

Kalamazoo RESA
Education for Employment
Student Application 2016-2017



Student Instructions: Please complete pages 3 & 4 and return to your guidance counselor as soon as possible. Each high school has designated a due date for EFE applications to be submitted to them. Please check with your guidance counselor for this date and be sure to submit your application in a timely manner. Please keep pages 1 & 2 for your reference. Page two lists special requirements for some of the EFE programs.

Special Requirements for EFE Courses

Certain EFE courses require special supplies, extended hours, specific clothing, and/or proof of immunizations. Following is a list of courses outlining these requirements. Other courses, not listed, may also have special requirements as determined by the instructor. Requirements may be mandated by the state, may represent a requirement of the industry, and may be subject to change. Detailed requirements for each EFE course are provided on the first day of class. Please contact the course instructor with any questions BEFORE enrolling.

	<p>Aviation Technology</p> <ul style="list-style-type: none"> ▪ Strongly recommend students have a solid background in math and science ▪ This is a dual-enrolled class with Kellogg Community College. Students must follow dual-enrollment policies 	<p>Construction Trades</p> <ul style="list-style-type: none"> ▪ Students are expected to dress appropriately for working in all kinds of weather conditions ▪ Student may be responsible for transportation 	<p>Cosmetology/Barbering</p> <ul style="list-style-type: none"> ▪ Students need to make a two-year commitment to program ▪ Students are required to follow the beauty school's dress code ▪ Students must meet the min. performance hour requirement in order to remain in class. Students are responsible for all program costs sustained beyond high school graduation ▪ COS hours: 12:30-4:30 daily ▪ Barbering hours: 12:30-5:00 daily ▪ COS has an added step to the application. See your counselor for more information.
<p>Dental Assisting</p> <ul style="list-style-type: none"> ▪ Seniors Only; dual enrolled* ▪ Students must fulfill the requirements of the program's Health Packet (physical, proof of immunizations, drug test, and criminal background check) ▪ Extended hours: Students provide own transportation ▪ Students must meet academic and attendance requirements to be recommended for 2nd semester internship ▪ Dress code enforced during lab days, job shadowing and/or internship experiences 	<p>Digital Video Production</p> <ul style="list-style-type: none"> ▪ Extended hours: 1 to 5 hrs per week ▪ Students may need to do homework on equipment kept at the center 	<p>Electrical Technology</p> <ul style="list-style-type: none"> ▪ Seniors Only; dual enrolled* ▪ Strongly recommend student enjoy working with mathematical formulas and Algebra, Geometry concepts ▪ Students provide own transportation ▪ Students are expected to dress appropriately for working in a lab 	<p>Emergency Medical Technician (EMT)</p> <ul style="list-style-type: none"> ▪ Seniors only; dual enrolled* ▪ Student must fulfill the requirements of the KVCC Health packet (physical, proof of immunizations, drug test, and Live Scan fingerprinting) ▪ Clinical experience requires uniform ▪ Extended hours: Students provide own transportation
<p>Fund. of Health Science & Health Science</p> <ul style="list-style-type: none"> ▪ Students must fulfill the requirements of the program's Health Packet (physical, proof of immunizations, drug test, and criminal background check) if choosing to participate in workplace opportunities ▪ Dress code enforced during lab and job shadowing experiences ▪ Students are required to provide their own transportation to job shadow experiences <p>OPTIONAL:</p> <ul style="list-style-type: none"> ▪ <i>Extended hours: 20 + for community service and HOSA participation</i> ▪ <i>Potential fundraising or out-of-pocket expenses for HOSA attendance</i> 		<p>Heating, Ventilation & Air Condit. (HVAC)</p> <ul style="list-style-type: none"> ▪ Seniors Only; dual enrolled* ▪ Students provide own transportation 	<p>Law Enforcement</p> <ul style="list-style-type: none"> ▪ Every day, polo shirt and dress pants are to be worn as selected by team ▪ Male student's hair must be no longer than 1 ½ inch. Female student's hair must be tied back. ▪ Physical training is part of this class ▪ A student's unlawful behavior may exclude or remove them from the program. Student should demonstrate good reading and writing comprehension
<p>Radio Broadcasting</p> <ul style="list-style-type: none"> ▪ Extended hours: 1 to 5 hrs every other month ▪ Students may need to do homework on equipment kept at the center 	<p>Teacher Academy</p> <ul style="list-style-type: none"> ▪ Juniors and Seniors ▪ This rigorous academic course includes a 4 day internship and 1 day EFE class each week, in addition to homework/outside class projects. Students must be eager to work with children, as well as complete classwork. ▪ Appropriate internship attire is required. No short skirts, high heels, visible tattoos must be covered; no body/facial piercings (except for ear piercings). 	<p>Veterinary Science</p> <ul style="list-style-type: none"> ▪ Seniors Only ▪ Students must provide own transportation 2nd semester ▪ Strongly recommend students have successfully passed Biology ▪ 2nd semester involves internship at local vet clinic ▪ Students must meet academic and attendance requirements to be placed in an internship 	<p>Welding</p> <ul style="list-style-type: none"> ▪ Seniors Only; dual enrolled* ▪ Students provide own transportation

*This is a dual enrolled class at KVCC. Students must follow all dual enrollment policies. Students will not have a spring break as they will be following the KVCC calendar.

Please note:

- ✓ Due to local, state, and federal rules and regulations, these special requirements may need to be modified throughout the school year.
- ✓ Transportation for any EFE program is dependent upon local school district policy. Please speak with your counselor.
- ✓ Details pertaining to these special requirements will be explained the first week of class.

Notice of Non-discrimination: It is the policy of Kalamazoo Regional Educational Service Agency that no discriminating practices based on gender/sex, sexual orientation, race, religion, height, weight, color, age, national origin, disability, genetic information or any other status covered by federal, state or local law be allowed during any program, activity, service or in employment. The following positions at Kalamazoo RESA have been designated to handle inquiries regarding the nondiscrimination policy: Human Resources Administrator, Tom Zahrt; Assistant Superintendents, Margaret McGlinchey & Laurie Montgomery. Contact information: 269-250-9200, 1819 E. Milham Ave, Portage, MI 49002.



**STUDENT APPLICATION
KALAMAZOO RESA
EDUCATION FOR EMPLOYMENT**

Part I: To be completed by the student and parent/guardian.

Student Name		Gender (please check one) Male Female		Date of Birth	Next School Year Grade Level
Home School	High School of Residence	Home Phone Number	Parent/Guardian Name		Phone Number
Home Street Address		City	Zip Code	Email Address	
Transportation (is district dependent. Check with your counselor for more information) Will you need transportation to this class next fall? Yes or No					

EFE PROGRAM SELECTION:
(please check only one program per application)
 This is my first year in the selected program

<p>2nd YEAR STUDENTS ONLY (<i>requires teacher approval</i>) :</p> <input type="checkbox"/> I am a returning 2 nd year student in this program* *EFE Teacher Approval Required: _____ <div style="text-align: right;">Teacher's Signature</div>

Arts & Communication

- Art & Design Career Skills - EMC
- Digital Video Production
- Photography/Digital Imaging
- Radio Broadcasting

Business, Management, Marketing & Technology

- Banking & Finance
- Computer Technology- EMC
- Computer Science/Software Engineering
- Culinary Arts- EMC
- Hotel, Restaurant & Travel Mgmt.

Engineering, Manufacturing & Industrial Technology

- Automotive Technology- EMC
- Aviation Technology
- Computerized Manufacturing- EMC
- Construction Trades
- Drafting Tech./Architectural
- Drafting Tech./Engineering- EMC
- Electrical Technology (*Seniors Only*)
- Electronics & Robotics
- Engineering Design- EMC
- Engineering: Principles of Engineering
- Furniture & Cabinetmaking
- Heating, Ventilation & A/C (*Seniors Only*)
- Welding (*Seniors Only*) - EMC

Health Sciences

- Dental Assisting (*Seniors Only*)
- Emergency Med Tech (EMT)(*Seniors Only*)
- Fundamentals of Health Science- EMC
- Health Science- EMC
- Professional Health Science (*Seniors only; 2nd year Health Science or 2nd year Fund. of Health Science students only*)

Human Services

- Barbering
- Cosmetology
- Law Enforcement
- Teacher Academy

Natural Resources & Agriscience

- Animal Technology
- Conservation Biology
- Veterinary Science (*Seniors Only*)

EMC=Early/Middle College Programs

APPROVAL OF APPLICATION

I/we understand that our daughter/son is applying for a career and technical education program offered by local schools through the Kalamazoo County Education for Employment consortium and that if she/he is accepted:

1. Daily attendance is REQUIRED.
2. Students will be responsible for following the rules established by EFE instructors. Failure to do so can result in removal.
3. Transportation may be the responsibility of the student if the local school does not provide transportation.
4. **The sending school is making a financial commitment and students are expected to commit to a full-year program.**

I have read the attached information about the program, including the Special Requirements sheet, and give my approval for my son/daughter, _____, to enroll in the above program.
(Name of student)

_____ Parent/Guardian Signature	_____ Student Signature	_____ Date
_____ Counselor Signature	_____ Date	

