

Kalamazoo RESA Career & Technical Education (CTE)

Formerly Education for Employment (EFE)

Student Application 2021-2022



Student Instructions

Please complete Part I and Part II and return to your school counselor as soon as possible. **Each high school has designated a due date for CTE applications to be submitted.** Please check with your school counselor for this date and be sure to submit your application in a timely manner. Please keep the Enrollment Considerations page for your reference.

Enrollment Considerations

Certain CTE courses require special supplies, extended hours, specific clothing, and/or proof of immunizations. Other courses, not listed, may also have considerations as determined by the instructor. Certain requirements may be mandated by the state, may represent a requirement of the industry, and may be subject to change. Detailed requirements for each CTE course are provided on the first day of class.

Agriscience: Animals & Plants

- Hybrid learning: Three days in-class, two days online or in-class is also an option

Aviation Technology

- Strongly recommend students have a solid background in math and science
- Dually enrolled class with Kellogg Community College (KCC). Students must follow dual-enrollment policies and take the Accuplacer assessment prior to KCC enrollment.

Conservation Biology

- Internships available for second-year students (drivers only)

Construction Trades

- Students are expected to dress appropriately for working in all kinds of weather conditions
- Students may be responsible for transportation

Cosmetology & Barbering

- There is a required additional step to the application. See your counselor for more information.
- Students make a two-year commitment to this program
- Students are expected to follow the beauty school's dress code
- Students must meet the minimum performance hour requirement to remain in class; including summer hours (between junior and senior years)
- Students are responsible for all program costs sustained beyond high school graduation
- Class time is daily from 12:30-4:30 p.m.

Dental Assisting**

- Students must fulfill the requirements of the KVCC Health packet (SAT minimum, physical, proof of immunizations, drug test and Live Scan fingerprinting)
- Extended hours: students provide own transportation
- Students must meet academic and attendance requirements to be recommended for 2nd semester and internship
- Lab days and internships require uniforms

Electrical Technology**

- Students provide own transportation
- Students must meet the SAT benchmark for KVCC
- Students are expected to dress appropriately for working in a lab

Emergency Medical Technology (EMT)**

- Student must fulfill the requirements of the KVCC Health packet (SAT minimum, physical, proof of immunizations, drug test and Live Scan fingerprinting)
- Extended hours: students provide own transportation
- Students must meet academic and attendance requirements to continue. This may be as early as 7½ weeks into fall and winter semesters.
- Clinical experience requires uniform

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 CTE program is dependent upon local school district policy. Please speak with your counselor.
- Details pertaining to these special requirements will be explained during the first week of class.

**This is a senior only class*

***This is a senior only, dual enrolled class at KVCC. Students must follow all dual enrollment policies. Students are expected to attend their KVCC CTE class during the public school spring break. Dually enrolled students must meet minimum benchmark assessment scores before registering for classes.*

Fundamentals of Health Science & Health Science

- Students must fulfill the requirements of the program's Health Packet (physical, proof of immunizations, drug test and criminal background check) if electing to participate in workplace opportunities
- Dress code enforced during lab and job shadow experiences
- Students provide own transportation to job shadow experiences

OPTIONAL

- Extended hours: 20+ for community service and HOSA participation
- Potential fundraising or out-of-pocket expenses for HOSA attendance

Heating, Ventilation & Air Conditioning (HVAC)**

- Students provide own transportation
- Students must meet the SAT benchmark for KVCC
- Students are expected to dress appropriately for working in a lab

Law Enforcement

- Every day, polo shirt and dress pants are to be worn as selected by team
- Male students' hair must be no longer than 1½ inch. Female students' hair must be tied back.
- Physical training required
- A student's unlawful behavior may exclude or remove them from the program
- Student should demonstrate good reading and writing comprehension

Teacher Academy

- This rigorous academic course includes a four-day internship and a one-day CTE class each week, in addition to homework and outside class projects. Students must be eager to work with children and complete classwork. After the fourth week of class, students will begin the internship.

Appropriate internship attire is required.

Veterinary Science*

- Students must provide own transportation for 2nd semester internship
- Strongly recommend students have successfully passed Biology
- Students must meet academic and attendance requirements to be placed in an internship
- Hybrid learning: Three days in-class, two days online or in-class is also an option

OPTIONAL

- Extended hours: 20+ for community service and FFA participation
- Potential fundraising or out-of-pocket expenses for FFA attendance

Welding**

- Students provide own transportation
- Students must meet the SAT benchmark for KVCC
- Students are expected to dress appropriately for working in a lab
- Supplies required will be addressed at program orientation

STUDENT APPLICATION

Part I



To be completed by the student and parent/guardian (please complete in BLACK ink).

Student Name		Gender (please check one) <input type="checkbox"/> Male <input type="checkbox"/> Female		Date of Birth	Grade Level Next School Year
Email (non-school related)					
High School Attending	High School of Residence	Home Phone Number	Parent/Guardian Name		Parent/Guardian Phone Number
Home Street Address		City	Zip Code	Parent/Guardian Email	
Transportation (District dependent. Check with your counselor for more information)					
Will you need transportation to this class next fall? <input type="checkbox"/> Yes <input type="checkbox"/> No, my method of transportation will be:					

CTE PROGRAM SELECTION

Check the program you are interested in below. Classes with * are for seniors only. If interested in more than one program, please rank your selection. (i.e. Automotive Technology #1, Welding #2) Choose no more than three.

- This is my first year in the selected program
 I am a returning 2nd year student in the program. (All 2nd year programs REQUIRE CTE instructor approval)
 2nd year Teacher Signature _____

Arts & Communication

- Art & Design Career Skills
- Media Production

Business, Management, Marketing & Technology

- Banking & Finance
- AP Computer Science (Vicksburg)/ Computer Science (Vicksburg)
- Computer Science & Software Engineering (Gull Lake)
- Culinary Arts
- Information Technology

Engineering, Manufacturing & Industrial Technology

- Automotive Technology
- Aviation Technology
- Computerized Manufacturing
- Construction Trades
- Electrical Technology*
- Electronics & Robotics
- Engineering in Wood Technology
- Heating, Ventilation & A/C*
- Mechatronics
- Welding*

Health Sciences

- Certified Nursing Assistant (CNA)*
- Dental Assisting*
- Emergency Med Technology (EMT)*
- Fundamentals of Health Science
- Health Science
- Professional Health Science*
2nd year Health Science or Fund. of Health Science students only

Human Services

- Barbering
- Cosmetology
- Law Enforcement
- Teacher Academy

Natural Resources & Agriscience

- Agriscience: Animals & Plants
- Conservation Biology
- Horticulture
- Veterinary Science*

APPROVAL OF APPLICATION

I/we understand that our child is applying for a career and technical education program offered by local schools through Kalamazoo RESA Career & Technical Education and that if they are accepted:

1. Daily attendance is REQUIRED.
2. Students will be responsible for following the rules established by CTE 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 application, including the Enrollment Considerations and give approval for my child, _____, to enroll in the above program.

Student Name

Parent/Guardian Signature

Student Signature

Date

Counselor Signature

Date

TO BE COMPLETED BY NON-PUBLIC SCHOOLS

UIC # (if known)

If more than one program location, indicate preference.

If more than one class time, rank preferences.

Part II

To be completed by the student.

Student Name _____

Why should you be accepted into the CTE program?

Explain why you want to take the CTE class and the reason(s) you feel you should be accepted. The text may be handwritten, or typed. Please limit the content to 250 words or less.

Students interested in the Cosmetology & Barbering course are to complete the separate Cosmetology & Barbering packet found in your school counselor's office.

Notice of Non-discrimination
It is the policy of Kalamazoo Regional Educational Service Agency that no discriminating practices based on race, color, national origin, sex (including sexual orientation or sexual identity), disability, age, religion, height, weight, marital or family status, military status, ancestry, genetic information or any other legally protected category 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: Assistant Superintendents - Tom Zahrt and Mindy Miller. Contact information: (269) 250-9200, 1819 E. Milham Ave, Portage, MI 49002.