

Kalamazoo RESA
Education for Employment
Student Application 2018-2019



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. 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"> ▪ COS has an added step to the application. See your counselor for more information. ▪ Students will be making a two-year commitment to this program ▪ Students are expected 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: 12:30-4:30 daily
<p>Dental Assisting</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) ▪ 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 	<p>Digital Video Production</p> <ul style="list-style-type: none"> ▪ Extended hours: 1 to 5 hours 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* ▪ 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) ▪ Extended hours: Students provide own transportation ▪ Students must meet academic and attendance requirements to be recommended for 2nd semester and clinicals. ▪ Clinical experience requires uniform
<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 provide 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 hours 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 are expected to attend their KVCC EFE class during the public school spring break.

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 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, Mindy Miller & Dr. Jennifer Sell. 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 (Please complete in BLACK ink):

Student Name		Gender (please check one) ____ Male _____ Female		Date of Birth	Grade Level Next School Year
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 Address	
Transportation (District dependent. Check with your counselor for more information) Will you need transportation to this class next fall? Yes _____ No _____					
NON-PUBLIC SCHOOLS ONLY: Please enter student UIC (if known):					

EFE PROGRAM SELECTION: (please check only one program per application)

- This is my first year in the selected program below
- I am a returning 2nd year student in this program* (requires EFE instructor approval)

*EFE Teacher Approval Required: _____
Teacher's Signature

Arts & Communication

- Art & Design Career Skills
- Digital Video Production
- Radio Broadcasting

Business, Management, Marketing & Technology

- Banking & Finance
- Computer Technology
- Computer Science/Software Engineering
- Culinary Arts

Engineering, Manufacturing & Industrial Technology

- Automotive Technology
- Aviation Technology
- Computerized Manufacturing
- Construction Trades
- Electrical Technology (*Seniors Only*)
- Electronics & Robotics
- Engineering Design
- Engineering: Principles of Engineering
- Engineering in Wood Technology
- Heating, Ventilation & A/C (*Seniors Only*)
- Welding (*Seniors Only*)

Health Sciences

- Dental Assisting (*Seniors Only*)
- Emergency Med Tech (EMT) (*Seniors Only*)
- Fundamentals of Health Science
- Health Science
- 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*)

APPROVAL OF APPLICATION

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

Part II. To be completed by the student.

STUDENT NAME: _____

WHY SHOULD YOU BE ACCEPTED INTO THE EFE PROGRAM?

Instructions: Explain why you want to take the EFE class and the reason(s) you feel you should be accepted. The text may be handwritten or computer generated as an attachment. Please limit the content to 250 words or less. (Students interested in Cosmetology, are to complete the Cosmetology essay questions in the Cosmetology packet found in the guidance office.)

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