



## Student Application 2019-2020

### Student Instructions

Please complete pages 3 & 4 and return to your school counselor as soon as possible. **Each high school has designated a due date for EFE 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 pages 1 & 2 for your reference. Page two lists enrollment considerations for some EFE programs.

## Enrollment Considerations

Certain EFE 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 EFE course are provided on the first day of class. Please contact the course instructor with any questions BEFORE enrolling.

### Aviation Technology

- Strongly recommend students have a solid background in math and science
- Dual-enrolled class with Kellogg Community College. Students must follow dual-enrollment policies

### Conservation Biology

- Second Year (internships)
- Second Year Drivers Only

### Construction Trades

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

### Cosmetology/Barbering (C/B)

- C/B 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 to remain in class; including summer hours (between Jr/Sr year)
- Students are responsible for all program costs sustained beyond high school graduation
- C/B class time is daily from 12:30-4:30

### Dental Assisting\*\*

- 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 be recommended for 2nd semester and internship
- Lab days and internships require uniforms

### Electrical Technology\*\*

- Students provide own transportation
- Students are expected to dress appropriately for working in a lab

### Emergency Medical Technician (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 7 ½ weeks into fall and winter semesters.
- Clinical experience requires uniform

### Fund. 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 shadowing 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 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 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

### Teacher Academy

- 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).

### Veterinary Science\*

- Students must provide own transportation 2nd semester for internship
- Strongly recommend students have successfully passed Biology
- Students must meet academic and attendance requirements to be placed in an internship.
- Blended learning

#### 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 are expected to dress appropriately for working in a lab
- Supplies required will be addressed at program orientation in May

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.

*\*This is a seniors only class*

*\*\*This is a seniors only, 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. Dual enrolled students must meet minimum benchmark assessment scores before registering for classes.*

# 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
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? <input type="checkbox"/> Yes <input type="checkbox"/> No, my method of transportation will be:					

### EFE PROGRAM SELECTION

Check the program interested in below. Classes with \* are for seniors only. If interested in more than one program, please rank your selection (i.e. Cosmetology #1, Automotive #2).

- This is my first year in the selected program  
 I am a returning 2<sup>nd</sup> year student in the program. (All 2<sup>nd</sup> year programs REQUIRE EFE instructor approval)  
 2<sup>nd</sup> year Teacher Signature \_\_\_\_\_

#### Arts & Communication

- Art & Design Career Skills
- Media Production

#### Business, Management, Marketing & Technology

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

#### 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

- Dental Assisting\*
- Emergency Med Tech (EMT)\*
- Fundamentals of Health Science
- Health Science
- Professional Health Science\*  
*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\*

### 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.

*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 EFE program?

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/Barbering, are to complete the essay questions in a separate Cosmetology/Barbering packet found in your school counselor's office.*

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### **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.