



# Passaic County Technical Institute

45 Reinhardt Road • Wayne, NJ 07470

2010/2011

## APPLICANT INFORMATION

DATE OF APPLICATION \_\_\_\_\_

Part One- To be completed by Applicant and Parent/Guardian, PLEASE PRINT CLEARLY

APPLICATION FOR:  SHARED-TIME  FULL TIME ENTERING GRADE LEVEL  9  10  11

\_\_\_\_\_  
Last Name First Name M.I.

\_\_\_\_\_  
Home Address Street Name Apt. #

\_\_\_\_\_  
City State Zip Code

\_\_\_\_\_  
Home Telephone Number Date of Birth Social Security Number  
(if applicable)

\_\_\_\_\_  
Emergency Contact: Name Address Daytime Phone #

\_\_\_\_\_  
Current School Place of Birth: City, State (in US) or Country if Outside US

(These questions are used to review compliance regulations) Please check all that apply:

Male  Female  Caucasian  African American  Hispanic  
 Asian/Pacific Islander  American Indian  Other \_\_\_\_\_

What language is spoken most often at home? \_\_\_\_\_

## PARENT/GUARDIAN INFORMATION

\_\_\_\_\_  
Father's/Guardian's Last Name First Name M.I.

\_\_\_\_\_  
Email address (if available)

\_\_\_\_\_  
Place of Employment/Dept. City/State Telephone #

\_\_\_\_\_  
Mother's/Guardian's Last Name First Name M.I.

\_\_\_\_\_  
Email address (if available)

\_\_\_\_\_  
Place of Employment/Dept. City/State Telephone #

APPLICANT LIVES WITH:  Both Parents  Mother only  Father only  Other (specify) \_\_\_\_\_

## PARENT/GUARDIAN RELEASE AUTHORIZATION

The Admissions Committee, in its evaluation of an application, should have as much information as possible about the applicant. In order to expedite release of necessary data, you are requested to sign the following authorization statement. Unless all records are received prior to consideration of an application, it will not be possible to render an appropriate decision. I hereby authorize my son's/daughter's school district to make available requested scholastic, attendance, discipline, health records, 504 educational plans, and IEP team evaluations to P.C.T.I.

\_\_\_\_\_  
Parent/Guardian Signature Applicant Signature Date

**ALL COMPLETED APPLICATIONS FOR SEPTEMBER ENROLLMENT ARE DUE BY DECEMBER 15TH. Part Two**

Entering students must apply for admission to one of the specialized programs or Academies indicated below.

Students admitted into a specific career program are expected to complete all requirements as established by each program.

**1ST CHOICE: SCHOOL OF: \_\_\_\_\_ 2ND CHOICE: SCHOOL OF: \_\_\_\_\_**

***THESE SELECTIONS MUST BE SERIOUSLY CONSIDERED.***

***STUDENTS SELECTED FOR ADMISSION MUST REMAIN IN THEIR CAREER MAJOR FOR FOUR YEARS.***

**ACADEMY OF INFORMATION TECHNOLOGY:** The Academy of Information Technology prepares students for the most marketable certifications in the Information Technology field. CompTIA's, A+, Network+, Cisco's CCNA, and many Microsoft Certifications result in immediate recognition and significant earning power.

❖ **MUST CHOOSE ONE MAJOR:**       **COMPUTER REPAIR**       **COMPUTER SCIENCE**

**ACADEMY OF MEDICAL ARTS:** (Interview required) The Academy of Medical Arts has educated more than a thousand high school students in the broad field of health occupations. Students are given the opportunity to earn up to 15 college credits during their junior and senior years. Many past graduates continue their education and become doctors, dentists, nurses, medical technicians and health career educators.

**MEDICAL ARTS**       **ALLIED HEALTH** (*Special Needs Students Only*)

**SCHOOL OF BUSINESS/ACADEMY OF FINANCE:** The School of Business Careers is a four-year program designed to prepare students for rewarding and exciting professional careers in business and industry. Students will become proficient in the following areas: finance, marketing management and office administration.

**SCHOOL OF APPLIED TECHNOLOGY:** The School of Applied Technology offers students comprehensive instruction in highly professional, state-of-the-art settings that include: Drafting (CAD), Electronics, and Manufacturing Technology.

Students must choose one major:

1st Choice \_\_\_\_\_

2nd Choice \_\_\_\_\_

**SCHOOL OF AUTOMOTIVE TECHNOLOGY:** State-of-the-art instruction is presented by a highly qualified staff in an expansive automotive technology diagnostic lab. Students will become eligible for nationally recognized certifications such as Automotive Service Excellence and Automotive Technician and will explore the fields of Auto Body Technology and Auto Repair.

**SCHOOL OF COMMUNICATION ARTS:** Students in the School of Communication Arts receive instruction in state-of-the-art classrooms, commercial work environments and advanced laboratories. Here they are encouraged and challenged to express their creativity in the various forms of communication from fine art to commercial art. Students will also receive instruction in recording arts technology including sound equipment operation and engineering as well as digital recording techniques.

❖ **MUST CHOOSE ONE MAJOR:**     **ADVERTISING ART & DESIGN \***     **GRAPHIC ARTS**     **AUDIO VISUAL PRODUCTION**

*\*All applicants must submit a portfolio and participate in an onsite interview at a later date.*

**SCHOOL OF CONSTRUCTION TECHNOLOGY:** In grade 9, all students will complete a rotation of the following shops: Air Conditioning/Refrigeration (HVAC), Carpentry, Electric, Plumbing and Welding. Thereafter, students will be considered for their selected major based on the following criteria: student selection, grades, shop performance, shop teacher recommendation and availability. If an area of concentration is not available, students will be placed in another concentration within The School of Construction Technology.

**SCHOOL OF COSMETOLOGY:** In the School of Cosmetology, students are introduced to the creative field of hairstyling, manicuring and modern-day spa services. With state-of-the-art equipment in a full-service salon setting, experienced instructors teach the professional skills necessary to compete in this dynamic and rewarding field.

**SCHOOL OF CULINARY ARTS:** Culinary majors explore all aspects of the food industry from food preparation to presentation and are introduced to the baking, production, cafeteria, pantry and table service components of the field. Instruction is provided in an impressive state-of-the-art setting by multi-talented internationally and domestically trained staff.

**SCHOOL OF EDUCATION/HUMAN SERVICES/CHILD DEVELOPMENT:** (Interview required) This course prepares students for careers in social services such as teaching, social work, etc. and provides a foundation for entry into two and four year colleges and universities as well as entry level positions in the child care industry.

**SCHOOL OF ENGINEERING:** This program is based on a pre-engineering curriculum for the 4-year college-bound student and has linkages to area colleges which award up to 12 advanced placement college credits from Rochester Institute of Technology.

**SCHOOL OF PERFORMING ARTS:** This program is designed to prepare students for continued education and experience within rewarding and exciting professional careers related to artistic expression. Students within the School of Performing Arts will have the opportunity to perform "on stage" or behind the scenes of a theatrical production. Students will also receive instruction in recording arts technology including sound equipment operation and engineering as well as digital recording techniques.

❖ **MUST CHOOSE ONE MAJOR (AUDITIONS REQUIRED):**     **DANCE**     **THEATER**     **INSTRUMENTAL**

**SCHOOL OF SERVICE CAREERS** – *Students may choose from two programs:*

**Criminal Justice/Public Safety:** This program prepares students for careers in Law Enforcement, Security, and Fire Protection and Prevention. Legal issues and public safety concerns in our contemporary society are an important part of the curriculum. :

**Landscape Design:** Students learn the fundamentals and applications required for maintaining and operating a landscaping business. Plant care, computer assisted instruction and proper use of industry standard equipment is an integral part of the curriculum

❖ **MUST CHOOSE ONE MAJOR**       **CRIMINAL JUSTICE/PUBLIC SAFETY**       **LANDSCAPE DESIGN**

**SENDING SCHOOL INFORMATION**  
**To be Completed by Authorized School Official Only**

**IMPORTANT**  
 State Identification Number \_\_\_\_\_  
*Every student in a New Jersey public school has a 10-digit State Identification Number.*

Please complete the following with a Yes/No answer as it applies to this applicant during the current and two previous years. This information is mandatory. Incomplete or missing information will delay or exclude an admission decision.

- |  | * Yes                    | No                       |
|--|--------------------------|--------------------------|
| 1. Out -of-school suspension(s) # _____  | <input type="checkbox"/> | <input type="checkbox"/> |
| 2. After-school detention(s) # _____   | <input type="checkbox"/> | <input type="checkbox"/> |
| 3. Physical confrontation(s) # _____   | <input type="checkbox"/> | <input type="checkbox"/> |
| 4. Truancy # _____   | <input type="checkbox"/> | <input type="checkbox"/> |
| 5. Bedside Instruction   | <input type="checkbox"/> | <input type="checkbox"/> |
| 6. More than 15 absences in one year   | <input type="checkbox"/> | <input type="checkbox"/> |
| 7. Special instructional setting (not special education)<br>i.e. Supplemental instruction (not special education, small group setting, etc.) | <input type="checkbox"/> | <input type="checkbox"/> |
| * 8. Excessive tardiness (greater than 10)   | <input type="checkbox"/> | <input type="checkbox"/> |

Please explain your responses with additional information in the space provided.

Number:	Explanation:

Special awards/recognition \_\_\_\_\_

Please describe the applicant in a brief sentence.

\_\_\_\_\_

\_\_\_\_\_

**Additional Required Information**

*Please forward a copy (both sides) of the complete A-45 immunization record, health history and appraisal form.*

- |   | Yes                      | No                       |
|---|--------------------------|--------------------------|
| 1. Has the applicant ever been evaluated by the CST team?   | <input type="checkbox"/> | <input type="checkbox"/> |
| 2. Has the applicant ever been classified by the CST team?  | <input type="checkbox"/> | <input type="checkbox"/> |
| 3. Is the student in the process of being evaluated by the CST?   | <input type="checkbox"/> | <input type="checkbox"/> |
| 4. Has the applicant ever been declassified by the CST team?  | <input type="checkbox"/> | <input type="checkbox"/> |
| 5. Does the applicant currently receive 192/193 services? (non-public school students)                                | <input type="checkbox"/> | <input type="checkbox"/> |
| 6. Does the applicant currently have a 504 plan in place? (If so, please forward a copy with other required records.) | <input type="checkbox"/> | <input type="checkbox"/> |
| 7. Does this applicant have any disability which prohibits using machinery?   | <input type="checkbox"/> | <input type="checkbox"/> |

\*Please explain: \_\_\_\_\_

- |   |                          |                          |
|---|--------------------------|--------------------------|
| 8. Is this applicant presently in a bilingual program?                      | <input type="checkbox"/> | <input type="checkbox"/> |
| 9. Is the student currently being assisted by the PAC/I&RS Committee?       | <input type="checkbox"/> | <input type="checkbox"/> |
| 10. Is this applicant presently in an ESL program?                          | <input type="checkbox"/> | <input type="checkbox"/> |
| 11. Has this applicant been in the U.S. school system for 5 or more years?  | <input type="checkbox"/> | <input type="checkbox"/> |
| 12. Is this student in good standing and expected to graduate?              | <input type="checkbox"/> | <input type="checkbox"/> |
| 13. Has the applicant been enrolled in the district's basic skills program? | <input type="checkbox"/> | <input type="checkbox"/> |

Subjects: \_\_\_\_\_

Counselor Signature	Email address	Telephone Number	Fax Number
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School Nurse	Email address	Telephone Number	Fax Number
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All Applications Must Include: (An incomplete application will not be processed)

- Parent's/Guardian's and Applicant's Signature
Attendance record with explanation of codes
Career selections
Applicant's Social Security Number (if applicable)
Emergency contact information
Current report card
Previous two years' report cards and transcripts/cumulative record
A-45 State of NJ- Immunization, Health History, and Appraisal Form (both sides)
New Jersey ASK scores or standardized test results from the past two years
Completed essay
Information required by specific "Schools of"
Current 504 Plans (if applicable)
Current PAC/ I&RS Accommodations ( if applicable)
State Identification Number

Applications For Students With Educational Disabilities Must Include:

- Eligibility I.E.P. and most recent annual review
Applicable academic and career goals
Applicable exemptions
All IEP team reports
Required medical specialty reports
Speech and language evaluation (if applicable)
Supplement to application - Special Needs

Part Five: To be completed by home district IEP Team Case Manager for applicants with educational disabilities

Student Name:
Disability:
Present Program:
Anticipated Program:
Subjects requiring Special Education Services:
Related Services: (type and duration)

HSPA Exemption (Please check all appropriate areas)

- Reading
Writing
Math
All

Name of IEP Team Contact/Case Manager:
Address:
City: State: Zip
Telephone Number: Fax Number:
E-Mail

PCTI School Health Services nurses strive to maintain and improve the health of all students at PCTI. Feel free to call one of our nurses at 973- 389-4225 to discuss questions or concerns you may have regarding your child's health. Please provide the following information which will inform our certified school nurses of any accommodations that may be required in school.

Medical history:
Medications:
Allergies:

To be completed by Applicant

**APPLICANT ESSAY**

Name \_\_\_\_\_ School of \_\_\_\_\_

**DIRECTIONS:** *Please write or type, in 300 words or less, why you believe your school of choice at PCTI will prepare you for future career goals. We are especially interested in knowing why you have selected a particular career area, your background and training, as well as additional information regarding how you plan to apply the training received at PCTI after graduation.*

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Lined area for writing the essay.

