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METROPOLITAN
Community College

FREMONT CAREER ACADEMY

APPLICATION

2022-2023

COMPLETE AND SIGN THE FOLLOWING DOCUMENTS:

- | | |
|---|--|
| <input type="checkbox"/> Background Information and Applicant Questions | <input type="checkbox"/> Counselor Form |
| <input type="checkbox"/> Honor Statement | <input type="checkbox"/> Parent Information Form |
| <input type="checkbox"/> Personal Recommendation Form | <input type="checkbox"/> High School transcript |

Please only return pages 3 - 8 and transcript.

REFERENCES

Please select a teacher or other adult to complete the Personal Recommendation Form. Your high school counselor must complete the Counselor form.

To be considered for participation, these completed recommendations must be included with your application.

SELECTION

The selection process will be conducted by the MCC Career Academy Selection Committee. Selection will occur in March, and notification will be sent in April.

QUESTIONS

If you have questions about this program or application, please contact us at 531-622-2213.

Return completed application packet to:

Secondary Partnerships Office
Metropolitan Community College
PO Box 3777, FOC Building 7
Omaha, NE 68103-0777
Secondarypartnerships@mccneb.edu

APPLICATION DEADLINE: March 7, 2022

Students must abide by the MCC Calendar: Whether or not the high school is out for that day. Note to Seniors: The Career Academy schedule may require attending classes beyond the high school graduation date and/or beyond the last day of high school.

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METROPOLITAN
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CAREER ACADEMY STUDENT APPLICANT BACKGROUND INFORMATION

Name: _____

Address: _____ City: _____ State: ____ Zip: _____

Phone: _____ Date of Birth: _____ S.S. _____

Grade **in fall**: _____ High School Name _____

Counselor Name: _____ Phone _____

Transportation: Own ____ Parent(s) ____ None ____ Driver's License Yes ____ No ____

Please rank the top three programs for which you would like to be considered (1=first choice, 2, 3, last choice)

Descriptions for Career Academy Available Programs 2022-2023 are at the end of this packet. Tuition was \$38 per credit hour for 2021 and is subject to change.

Academies and Locations

Fremont Contract Carriers, 865 Bud Blvd. Fremont, NE 68025

— Diesel Technology *Maximum 8 students*

Fremont Area Center (FRC), 9th & Broad St

— Criminal Justice - *Maximum 24 students*

— Education - *Maximum 24 students*

— Introduction to Health Care - *Maximum 18 students*

Fremont High School

— Welding Technology - Fremont High School Students only.

Nondiscrimination and Equal Opportunity Statement

Metropolitan Community College affirms a policy of equal education, employment opportunities and nondiscrimination in providing services to the public. To read our full discrimination policy statement visit mccneb.edu/nondiscrimination.

APPLICANT QUESTIONS

Please answer the following questions. Use an additional page if needed.

Remember to use your best grammar and punctuation skills.

- 1) Are you on track to graduate with your class? **Yes** **No** If no, why not.

- 2) The MCC Career Academy requires basic skills in math, reading and comprehension. Describe how you have the skills required to participate in the Career Academy.
 - a) What English class are you currently in and what is your grade?
 - b) What is the most recent math class you have taken and grade?

- 3) What helps you to be successful in high school?

- 4) Briefly discuss any part-time jobs (paid or unpaid), volunteer service, and/or job shadow experience that you have participated in which relates to the Career Academy program you choose. (For example: If you are applying for Fire Science, have you had any experience in this area?) What skills are you using in this job?

- 5) If you are accepted into the MCC Career Academy, attendance is **mandatory**. Any absences or tardies will be reported to your home school. If you have three (3) absences in a quarter, it could result in the instructor failing you.
 - a. Describe your school attendance/tardiness for the last two (2) years. If you have had more than three (3) absences per semester, give a brief explanation of why those absences occurred. (Examples: illness, out-of-town, sports events, etc.)

 - b. If necessary, what changes are you ready to make?

- 6) Provide any additional information as to why you feel you should be selected to participate in the Career Academy program.

- 7) Please list your school activities, community activities, honors received, offices held, and/or courses or training you have completed which will aid us in evaluating your qualifications for the Career Academy.



PARENT INFORMATION (to be completed by parent/guardian of applicant)

Parent(s) or guardian names with whom student resides:					
Father's Name:					
Cell Phone:				Daytime Phone:	
If parent(s) address is different than student address, please list the parent(s) address below:					
Address:			City		ZIP
Mother's Name:					
Cell Phone:				Daytime Phone:	
If parent(s) address is different than student address, please list the parent(s) address below:					
Address:			City		ZIP
Guardian's Name:					
Cell Phone:				Daytime Phone:	
If Guardian's address is different than student address, please list the parent(s) address below:					
Address:				City:	Zip:

Briefly explain why the applicant is a good candidate for the MCC Career Academy:

STUDENT CERTIFICATION

I certify that the facts contained in this application are true and complete to the best of my knowledge and understand that, if selected for the MCC Career Academy, falsified statements may be grounds for removal.

I authorize investigation of all statements contained herein, the references listed in this application and all information concerning previous employers, and release all parties from liability for any damage that may result from furnishing the same to you.

I understand that as part of the work experience component of the MCC Career Academy, employers may require drug testing, insurance approval, and/or background checks.

I have read the attached information sheet and understand the high level of commitment that will be required on the part of both students and their parent(s)/guardian(s), if selected.

Student Signature

Date

Parent/Guardian Signature

Date



HONOR STATEMENT

Participation in the MCC Career Academy program requires a high level of commitment from the College, high school, students, and parents. This agreement acknowledges that students and their parents are entering into a relationship with the College built on honesty, ethical behavior, open communication and trust. A student is required to be at least 16 years of age to participate in an MCC Career Academy. All participants must adhere to the following list of guidelines: **Initial each item.**

- The student is required to attend all classes. Three absences per quarter will result in being dropped from the program.
— The student has access to an appeal process to review extenuating circumstances of absences and tardies at the college. During an appeal process, the student will continue to attend class.
— The student is expected to follow the Career Academy's calendar. In addition, the student is expected to follow MCC's inclement weather policies.
— The student is required to arrive in the classroom on time. At the College, each program has its own standards which students are to follow. Arriving late and leaving early results in a tardy or an absence.
— The student is required to provide his/her own transportation to and from the College.
— Students and parents are expected to follow the tuition payment schedule as established by the College.
— If an internship is required, a student must prepare for and accept job interviews and employment as recommended by the program. Failure to do so results in full withdrawal from the program.
— If an internship is required, the student is expected to be employed in the internship a minimum of 10-20 hours per week.
— The student is to behave in an ethical and professional manner at all times in the College and represent his/her high school and College in a way that denotes dignity and respect.
— The student must politely accept feedback from instructors, vocational advisors, college administrators, and internship employers and treat each situation as a positive learning experience.
— The student is required to immediately notify instructors, Secondary Partnerships Office, and high school counselors of problems and concerns while attending the College and/or internship. An intern cannot change jobs or quit without permission/notification of the employer, parent and Career Academy.
— The student is required to be drug free while attending the College. Appropriate action will be taken in accordance with MCC policies and procedures if substance use/abuse is suspected. Internship sites may require a drug test.
— The student is required to follow the dress code of his/her specific program area including protective clothing if necessary. Furthermore, individual classes and/or business sites may have a dress code which the student is expected to follow.
— Equipment provided by the Academy must be treated with respect and returned to the College at the end of the year in good condition. Lost or damaged equipment will result in replacement fines to be paid by the student.

Student's Name – Print Student's Name – Signature Date

Parent/Guardian Signature Date



COUNSELOR FORM

Student Name: _____

School: _____ Grade: _____

TO BE COMPLETED BY THE HIGH SCHOOL COUNSELOR: Provide name, phone number, and e-mail address of the school official who will serve as contact for issues, such as grading and attendance.

Signature of High School Counselor

Print Name of Counselor

Phone

E-mail

Please complete the following information about the applicant.

How is the applicants attendance?

What is the applicants current GPA? _____

Please feel free to make other comments that will indicate your estimation of this student's qualifications for this program.

Have there been any school interventions to help the student be successful?

This student is on track for graduation from this high school and is academically qualified for the MCC Career Academy. Yes No

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PERSONAL RECOMMENDATION FORM

Student Name: _____

Provide your name, phone number, and e-mail address

Printed Name

Signature

Phone

E-mail

How do you know the student? _____

Please rate the applicant in the categories below. These attributes are very important to success at MCC.

	Below Average	Average	Above Average	Excellent (Top 10%)
Responsibility				
Attitude				
Effort				
Interpersonal Skills				
Personal Values and Ethics				

If you wish to give reasons for any of your ratings, please do so here. Often, an explanation of ratings is helpful during the selection process.

What would help this student be successful?

Please make other comments that will indicate your estimation of this student's qualifications for this program.