

CAREER ACADEMY

SECOND YEAR STUDENT APPLICATION

2023-2024

Name: _____

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

Phone: _____ Date of Birth: _____ MCC ID _____

High School Name: _____ Counselor Name: _____

Tuition is waived for the 2023-2024 academic year for Nebraska High School students. Students will be responsible for tools, textbooks, and any other associated course fees. MCC's fee schedule is subject to change without prior notice and at the discretion of the MCC Board of Governors.

Check the 2nd year Academy you are applying for:

Fort Omaha Campus (FOC) 30th and Fort, Omaha				
— Construction Technology <i>Max 12 students</i>	— Electrical Technology <i>Max 12 students</i>	— Heating, Air Conditioning and Refrigeration (HVAC) <i>Max 12 students</i>	— IT Technician <i>Max 12 students</i>	— Web & Mobile App Programming <i>Max 12 students</i>
South Omaha (SOC) 27th & Q, Omaha			Omaha Community Playhouse (OCP) 6915 Cass	
— Automotive Collision <i>Max 12 students</i>		— Welding Technology <i>Max 12 students</i>		— Theatre Technology <i>Separate application needed*</i> <i>Max 10 students</i>
Applied Technology Center (ATC) 10407 State St, Omaha			Sarpy Center (SRP) 91st & Giles	
— Diesel Technology <i>Max 10 students</i>	— Fire Science Technology <i>Max 16 students</i>		— Business <i>Max 16 students</i>	

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. Leaving early results in a tardy or an absence. If employed in an internship, arriving late on the job will be subject to the rules of the employer.
- 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

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

Name:

Daytime Phone:

Cell Phone:

E-mail:

Name:

Daytime Phone:

Cell Phone:

E-mail:

If parent(s) address is different than student address, please list the parent(s) address below:

Address:

City:

Zip:

Daytime Phone:

Work Phone:

Counselors please use the link or QR code listed below to complete the Counselor Form for Career Academy applicants.

<https://forms.office.com/r/g9HedinG1p>



Return completed application packet to:

Secondary Partnerships

secondarypartnerships@mccneb.edu

APPLICATION DEADLINE: March 3, 2023