

BLACK HORSE PIKE REGIONAL SCHOOL DISTRICT



Highland Regional High School CEP Option- Career Investment Program

Advisor: Ms. Lauren Mcelroy

ALL CIP APPLICATIONS ARE DUE BY March 4, 2022.

APPLICATION MUST BE COMPLETE & TIME STAMPED WHEN SUBMITTED.

STUDENT NAME: _____

DATE: _____

Description: The Career Investment Program is an opportunity for students to gain occupational knowledge and earn a certificate in one of ten available Career/Trade Programs (**See options below**) in conjunction with Camden County College throughout the school year. The program is sponsored by the BHPRSD at no cost to the student/family, except for a \$150 program deposit upon acceptance. ***Classes are held at CCIT-Blackwood, Camden and Sicklerville, depending on the program. CLASSES WILL NOT BE AT CCC, with the exception of the Pharmacy Technician Program.***

Career Investment Eligibility Requirements:

1. **Academic requirement:** Students MUST have ≥ 85 credits earned by September 1 of senior year AND a GPA ≥ 2.0 to participate in the CEP. Additionally, students must maintain passing grades in all courses in order to remain in the CEP program of choice.
2. **Attendance requirement:** Students MUST be in good standing (< 10 unexcused absences) to be eligible (at time of registration)/remain in the CEP.
3. **Conduct requirement:** Students MUST be in good standing (< 100 conduct points) to be eligible/remain in the CEP.
4. **Schedule/Common Time:** All students will be scheduled for ≥ 30 credits during scheduling season of their junior year. Once a student is approved for the CIP program, they will be scheduled for 20 credits.
5. **Removal from CEP:** School administration has the right to remove a student from any CEP at any time during the school year.
6. **Graduation Requirement:** ALL CEPs qualify as a CTE requirement for graduation purposes.
7. **Students with free/reduced lunch are invited to be on campus during lunch**

Career Investment Application Requirements:

1. Two teacher recommendations. (Please see reverse)
2. Written Statement; 150 typed word minimum. **Why are you interested in the program you have selected? Explain why you should be selected for the program?** Attach to this application.
3. List any prior experience, either professional or personal in your area of interest.
4. Student and parent meeting with the selection committee. (TBD)
5. It is strongly recommended that the student attend the Technical Test Drive held during the week of March 14-18, 2022. For more information, visit your Career Counselor.

Items of Importance to Note: (Please read and initial EACH item)

- Transportation is **NOT** included to Camden County College. The student/family will be responsible for transportation.
- If approved to participate, a \$150 non-refundable deposit is due no later than May 27, 2022.
- Tuition for each program is provided by the BHPRSD. If a student withdraws, or fails to complete their approved program for any reason, after the district has paid tuition, **they will be assessed a \$1,000 fine** and will not be permitted to graduate until the fine is paid.
- The application process is competitive. Availability is subject to change based on interest. Placements will be made by selection via application process. **Submitting an application does not guarantee acceptance into a program.**

Choose a program option: (DAYS/TIMES ARE SUBJECT TO CHANGE):

- Automotive Technology** Full year (382 hours) Monday, Tuesday & Wednesday from 6:00 PM – 10:00 PM. This program addresses the fundamental working principles of the modern automobile. Instruction is provided in an ASE (Automotive Service Excellence) certified shop with ASI certified instructors. Included in this program are topics in vehicle construction and design as they apply to mechanical, hydraulic and electrical system service. Students will take nationally recognized competency exams in Braking, Electrical, Engine Performance and Steering all supported by ASE.
 - Baking and Pastry** - Full year (272 hours) Monday & Tuesday 5:30 PM - 9:30 PM. Designed to teach an overview of the baking industry from the ground up. Students will be given training in the basics including: equipment identification, safety and sanitation, proper product usage, mixing methods for dough/batter preparation, cookie make-up methods, fillings & mousses, baking science & math, breakfast pastries, cake decorating, bread production, as well as production of chocolates, candies, and confections. With a passing test score, students will receive the industry recognized Serv-Safe Certification as a result of their training.
 - Carpentry** - Half year (382 hours) Monday through Thursday from 5:00-10:00 pm. This program offers both hands-on and textbook instruction, which requires problem solving and logical thinking skills. All phases of residential carpentry are addressed. Units included are print drawing/reading, estimation time/material, frame construction, roofing/ siding, drywall and finish carpentry. Graduates are limited only by their own inventiveness. Any one or part of one unit covered during this program could be expanded into a career. Planning, estimation, drafting, framing, siding/roofing, drywall installation, trim/cabinet installation, painting, building supply or hardware store person are but a few possibilities. *OSHA 10 Certification Included*
 - Cosmetology** -Full year into July (1,071 hours) Monday through Thursday 3:00 PM - 10 PM. In just 10 months, students are prepared to pass the NJ State Board of Cosmetology licensure exam. The program consists of classroom and hands-on training, performing basic designs on mannequins and patrons in a clinical salon setting which is open to the public. Units of instruction include state laws, shop management, scalp conditioning, shampooing, hair styling and cutting, permanent waving and more.
 - Culinary Arts** - Levels 1-4 Full Year Program (420 hours) Tuesday, Wednesday, Thursday from 6:00 PM - 10 PM. This program, under the direction of a renowned Chef and Cookbook author, is a hands-on instructional program designed to offer four levels of food service. The program includes, but is not limited to food preparation, service and strategies for maintaining a successful career in culinary arts. Students earn the industry recognized Serv-Safe Certification.
 - Electrical Residential** Full year (382 hours) Tuesday through Thursday from 6:00 PM -10:00 PM. Students in this program will be taught extensive electrical theory. The core unit will be a hands-on approach emphasizing house wiring, branch circuits, wire sizing, cable layout, three and four-way switches and ground fault circuit interruption. Additional units include service entrance equipment and calculations which are coordinated with basic electrical theory. The student will apply electrical subject units, such as: commercial-residential electrical and architectural drawings; branch circuits and feeders; appliance circuits; lamps and lighting; and panel-board selection. Students will learn math as it applies to the electrical trade, which will include: addition, subtraction, multiplication, basic algebra and some trigonometry. Students who successfully complete this program may be credited hours towards the affiliated apprenticeship program. *OSHA 10 Certification Included*
 - HVAC** (Heating, Vacuum, Air Conditioning) - Full year (536 hours) Monday through Thursday from 6:00 PM -10:00 PM. Students will prepare for the EPA approved section 608 Certification exams. Section 608 Technician Certification is required by the EPA in order to purchase CFC or HCFC containing refrigerants. Students will thoroughly study required material related to the theory of operations; including: safety, leak detection, heating systems (gas, oil, electric), combustion testing, heat pumps, refrigerant recovery and disposal, the national fuel code, oil heat servicing, hot water heat servicing, heat pump servicing. Hands on-training will reinforce material covered in theory classes. Computer based training is also provided for self-paced study opportunities. Additionally, students will take industry competency exams (I.C.E.) supported by NATE (North American Technician Excellence). These exams measure industry-approved standards of basic competency for entry-level technicians. Upon completion of the course, students will be certified and prepared to enter the trade with confidence in their understanding of HVAC concepts. Students who successfully complete this program may be credited hours towards the affiliated apprenticeship program. *OSHA 10 Certification Included*
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Student Name: _____

Teachers please provide a written recommendation highlighting qualities and characteristics you feel make this student stand out as a potential candidate for the Career Investment Program of their choice.

Teacher recommendation #1: _____
Print/ Sign

Teacher recommendation # 2 _____
Print/ Sign