

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 1, 2021.

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 BHPRS 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***

Career Investment Eligibility Requirements:

1. **Academic requirement:** Students MUST have ≥ 90 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 a virtual informational meeting with Susan Ianucci. Your Career Exploration Counselor will notify all interested students of the date and time.

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

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Transportation is **NOT** included to Camden County College. The student/family will be responsible for transportation.

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If approved to participate, a \$150 non-refundable deposit is due no later than May 28, 2021.

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Tuition for each program is provided by the BHPRS. 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.

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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:

- ☐ **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 a 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*

☐ **Hydro Technology (Plumbing)** Full year (382 hours) Tuesday through Thursday from 6:00 PM -10:00 PM. This program introduces students to all facets of the plumbing trade and will provide the basic skills needed for entry-level employment. Students will learn methods of installation, repair and plumbing maintenance. Theory-based instruction includes: basic trade competencies, trade mathematics, blueprint reading and drawing, as well as the National Standard Plumbing Code. Hands-on instruction will be given with the students participating in the actual layout, installation, and repair of plumbing systems, fixtures, and appliances. The tools, materials, and supervised projects assigned in class simulate actual conditions in the domestic and commercial plumbing industries. Students who successfully complete this program may be credited hours towards the affiliated apprenticeship program. *OSHA 10 Certification Included*

☐ **Pharmacy Technician** 12 sessions (72 hours) Tuesday & Thursday from 9:00 am-3:30 pm. This comprehensive class is for those interested in starting a career in the world of pharmacy as a Pharmacy Technician. Upon completion of this course, students will be prepared to sit for the Pharmacy Technician Certification Exam, from the Pharmacy Technician Certification Board, earning the title of Certified Pharmacy Technician, CPhT, as well as being in a competitive position to seek employment in the field. Course content is consistent with PTCEB testing domains. Some topics that are presented are pharmacy law, interpreting prescriptions, computer entry, defining drugs by brand and generic names and their common side-effects, ethics, inventory control, routes of administration, sterile and non-sterile compounding. This course will also cover the common pharmacy math calculations used in hospital and retail pharmacy that are also tested on the PTCE. *Students are asked to bring a calculator to class*

☐ **Welding** NO INFO LISTED. DID NOT RUN IN 2020-RETURNING FALL 2021 (unsure of meeting days and times). This program offers students the most up-to-date instruction in SMAW (Shielded Metal Arc Welding) and OxyFuel Cutting, as well as Academic instruction which includes math, blueprint reading, drawing interpretation, welding inspection, shop maintenance and most importantly, general hot work safety. Students may also have the opportunity to try GTAW (Gas Tungsten Arc Welding) with Aluminum and Stainless Steel, GMAW (GasMetal Arc Welding). Shop time focuses heavily on SMAW fundamentals with Mild Steel, although, as students progress through the program they may begin working with other processes and materials, when and if available. Students will proceed through each project at their own pace and receive individualized instruction regarding safety, quality and general welding techniques. Upon successful completion of this program, it will be possible for students to graduate with American Welding Society's welding code, D1.1 "Structural Steel" Certifications.

Program selections will be made by committee review of the completed application, discipline records, attendance, and transcript review. Notifications to applicants will be made by **April 30, 2021**.

☐ We have read and understand the **"Career Interest Program Requirements/Rules"** above and acknowledge having to adhere to them to maintain participation in CIP. **(Parent Initial box)**

☐ Typed, 150 word essay is attached, along with letters of recommendation.

☐ I am giving permission for the Black Horse Pike Regional School District to request attendance and progress reports from the college.

Student Signature Date

Parent Signature Date

Student Contact #

Parent Contact #

Vice Principal Approval Date

Counselor Approval Date

Received by Mrs. McElroy: X _____ Date: _____

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