

WCTC Dual Enrollment Academy Application

WCTC Dual Enrollment Academy Options (Please select one option, or rank preference, 1 being first choice, etc):

- | | | |
|---|--|---|
| <input type="checkbox"/> Robotics and Automation Engineering Technology
<input type="checkbox"/> Early Childhood Education (Preschool Credential)
<input type="checkbox"/> Tool and Die/CNC | <input type="checkbox"/> Welding/Fabrication
<input type="checkbox"/> Firefighter/EMT
<input type="checkbox"/> IT Systems
<input type="checkbox"/> Criminal Justice Studies | <input type="checkbox"/> Building Construction Trades
<input type="checkbox"/> AM (8 - 11:50) <input type="checkbox"/> PM (12:30 - 4:20)
<input type="checkbox"/> Building Construction Trades Electrical Apprenticeship Emphasis |
|---|--|---|

Section 1: Student Information

Student's Last Name		Student's First Name		MI
Address		City	State	Zip
Date of Birth	Student's Phone		Gender Male Female	
WCTC ID Number (if known)	Student's Primary Email		Student's School Email	
Parent's Full Name (please use one parent contact)		Parent's Primary Email		Parent's Phone
Has the student recieved any disciplinary action, such as suspension or expulsion, due to behavior issues or academic dishonesty? <input type="checkbox"/> Yes <input type="checkbox"/> No If yes, please explain:				
<i>The following questions are confidential. Your responses will help the technical college evaluate recruitment and retention practices and will not affect admission to the college.</i>				
Select highest degree earned by either parent: <input type="checkbox"/> High School Diploma <input type="checkbox"/> Associate Degree <input type="checkbox"/> Bachelors Degree <input type="checkbox"/> Masters Degree and beyond		Ethnicity (check all that apply) <input type="checkbox"/> Hispanic or Latino <input type="checkbox"/> American Indian or Alaskan Native <input type="checkbox"/> Asian: <input type="checkbox"/> Cambodian <input type="checkbox"/> Laotian <input type="checkbox"/> Vietnamese <input type="checkbox"/> Black or African American <input type="checkbox"/> Native Hawaiian or Other Pacific Islander <input type="checkbox"/> White or Caucasian		

Section 2: WCTC Dual Enrollment Academy ELIGIBILITY REQUIREMENTS:

Student is REQUIRED TO PROVIDE a personal statement describing why he or she is a good candidate for the Dual Enrollment Academy program.

Current high school students may enroll in WCTC Dual Enrollment Academy program through the dual enrollment collaborative agreement between the College and the school districts provided the student has met the following requirements:

- Student must have a GPA of 2.0 or better on a 4.0 scale (or letter of recommendation from high school). Student must meet college and course entrance requirements; including program prerequisites.
- Student must be considered in good standing as defined by high school.
- Student must receive permission from high school principal, guidance counselor, or superintendent and from parent/guardian in order to participate in program.
- Student must acknowledge and sign FERPA statement allowing communication between school districts, parents/guardians, DPI and participating Dual Enrollment Academy employers.
- Student must submit a WCTC Dual Enrollment Academy application form by deadline.
(Application fee is not required for students enrolled in this program)



WCTC Dual Enrollment Academy Application (Continued)

Section 3: Student and Parent (Guardian) Certification

Attendance Policy

Attendance in the Dual Enrollment Program is MANDATORY. Students cannot miss more than the allotted time per their instructor's guidelines. If a student misses too many days, they may not be eligible to complete the class.

Student Initials: _____

Dual Enrollment Academy Admissions and Guidelines Agreement

I have thoroughly read and will comply with the requirements and procedures on the first page of this form. I understand WCTC will provide a grade report to my high school and all WCTC Dual Enrollment Academy course grades will be posted on my permanent college record. Submission of an application to Dual Enrollment Academy does not guarantee enrollment. Meeting the minimum eligibility requirements does not guarantee admission. Other items considered can include, but are not limited to, courses taken in high school, quality of essay, grades earned in specific high school courses, overall GPA, attendance at Information Sessions, personal interview results, and other requirements that may be specific to certain programs.

Student Initials: _____

Authorization to Release Information

Under the Family Educational Rights and Privacy Act (FERPA), I acknowledge that my signature grants Waukesha County Technical College (WCTC) permission to release information related to my Dual Enrollment Academy courses, including progress, grades, and attendance records, to the Department of Public Instruction, my parents/legal guardians, K-12 school district personnel, the Department of Workforce Development (DWD), and participating program employers. I understand that WCTC will provide a grade report to my high school and that all grades earned in Dual Enrollment Academy courses will be recorded on my permanent WCTC transcript. Additionally, I acknowledge that my signature authorizes WCTC to release any behavioral or disciplinary records to my K-12 school district personnel when deemed necessary.

Student Initials: _____

Student Signature	Date
Parent or Guardian Signature	Date

Section 4: Personal Statement Instructions

Student is REQUIRED to provide a personal statement describing why he or she is a good candidate for the Dual Enrollment Academy program. While there is no official prompt for the personal statement, students may consider including answers to the following questions:

- Why have you chosen to apply to Dual Enrollment Academy (DEA) and/or your first-choice program?
- What makes you a good candidate for DEA?
- What is your long-term career goal?
- How have you prepared yourself to be successful in college coursework and in your program of choice? Think of related classes, activities, or personal connections you have.
- Are there circumstances that negatively affected your academic achievement and how did you address those challenges?



WCTC Dual Enrollment Academy Application (Continued)

Section 5: High School Information - Completed by High School Counselor

(Please attach a copy of the student's high school transcript including OFFICIAL ACT scores (if available) with this application.)

Name of High School		Grad Date	Student is in good academic standing as defined by high school: <input type="checkbox"/> Yes <input type="checkbox"/> No
Current GPA is 2.0 or better: <input type="checkbox"/> Yes <input type="checkbox"/> No If no, a letter of recommendation is required from a counselor or other high school staff member.		Student demonstrated acceptable attendance record during the school year: <input type="checkbox"/> Yes <input type="checkbox"/> No If no, please explain: _____	
Do you recommend this student to participate in DEA? <input type="checkbox"/> Yes <input type="checkbox"/> No If no, please explain			
Name of High School Counselor	Email		Direct Phone
High School Certification I certify the student completing this application has permission to participate in WCTC Dual Enrollment Academy; the information provided for this student by the high school is correct. We authorize the above student to participate in the WCTC Dual Enrollment Academy.			
High School Representative Signature		Date	

Return completed application, personal statement, and transcript:

Email to: Dual Enrollment Academy Coordinator at DEA@wctc.edu

Or mail to WCTC; Attn: DEA Coordinator, Room I-156, 800 Main Street, Pewaukee, WI 53072



**WAUKESHA
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COLLEGE**