



**Dauphin County Technical School**  
**6001 Locust Lane**  
**Harrisburg, PA 17109**  
**(717) 652-3170 extension 7432**

**High School Application**  
**Circle Current Grade: 9 10 11 12**

**Please Print**

Name \_\_\_\_\_ Phone \_\_\_\_\_  
Last Name First Name Middle Name

Address \_\_\_\_\_

City \_\_\_\_\_ State \_\_\_\_\_ Zip \_\_\_\_\_ Township \_\_\_\_\_

Birthdate \_\_\_\_\_ Age \_\_\_\_\_ Social Security Number \_\_\_\_\_

School District \_\_\_\_\_ District High School \_\_\_\_\_

Present School \_\_\_\_\_ Present Grade \_\_\_\_\_

Grade Applying for \_\_\_\_\_ Previously Attended DCTS Y or N Date Attended \_\_\_\_\_

Father/Guardian \_\_\_\_\_ Mother/Guardian \_\_\_\_\_

Student lives with (circle one) Both Parents Mother Father Guardian

Father/Guardian \_\_\_\_\_ Mother/Guardian \_\_\_\_\_

Father/Guardian Employer \_\_\_\_\_ Mother/Guardian Employer \_\_\_\_\_

Employer Phone Number \_\_\_\_\_ Employer Phone Number \_\_\_\_\_

Father/Guardian Cell Number \_\_\_\_\_ Mother/Guardian Cell Number \_\_\_\_\_

Father/Guardian email address \_\_\_\_\_ Mother/Guardian email address \_\_\_\_\_

**Vocational Course Selection:** Place the number "1" before your first vocational program preference. Place the number "2" before your second vocational program preference.

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|---|---|--|
| <input type="checkbox"/> Automotive Technology              | <input type="checkbox"/> Electronics Technology                 | <input type="checkbox"/> Hospitality Services Management |
| <input type="checkbox"/> Advertising Art and Design         | <input type="checkbox"/> Diesel Technology                      | <input type="checkbox"/> Law Enforcement                 |
| <input type="checkbox"/> Building Construction & Technology | <input type="checkbox"/> Culinary Arts                          | <input type="checkbox"/> Masonry                         |
| <input type="checkbox"/> Business Technology Applications   | <input type="checkbox"/> Graphic Arts                           | <input type="checkbox"/> Ornamental Horticulture         |
| <input type="checkbox"/> Carpentry                          | <input type="checkbox"/> Health Occupations                     | <input type="checkbox"/> Outdoor Power Equipment         |
| <input type="checkbox"/> Child Care                         | <input type="checkbox"/> Heating Ventilating & Air Conditioning | <input type="checkbox"/> Precision Metals                |
| <input type="checkbox"/> Cosmetology                        | <input type="checkbox"/> Information Systems Technology         | <input type="checkbox"/> Veterinarian Assistant          |
| <input type="checkbox"/> Auto Body & Fender Repair          | <input type="checkbox"/> Electrical Construction & Maintenance  | <input type="checkbox"/> Warehousing/ Logistics          |
| <input type="checkbox"/> Drafting & Design Technology       |   |  |

Briefly explain why you would like to be placed in your first choice:

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## **Student Transfer Policy**

Newly admitted, first year students will be required to remain at Dauphin County Technical School for the first marking period of the school year, unless the Dauphin County Technical School is notified prior to July 1<sup>st</sup> to rescind the student's application. A first year student may request reassignment to the home school, at the completion of the first marking period, through the Dauphin County Technical School Guidance Office, who will contact the designated representatives of the home school. Transfers other than first year students will be handled on a case by case basis.

At the start of the tenth week of school, students will not be permitted to return to their home schools except for extreme cases, which will be addressed, on an individual basis.

Students who do not wish to return after completing one or more years must initiate a request for reassignment to the home school by July 1st. This request must be cleared through the Dauphin County Technical School Guidance Office who will notify the designated representatives of the home school.

The participating district has no responsibility to accept a student who has violated Dauphin County Technical School policy and is under suspension or expulsion. The Joint Operating Committee will carry out all expulsion hearings regardless of the enrollment status of the student.

### **Release of Information**

I give permission to have my son's/daughter's records released to Dauphin County Technical School.

### **Placement Testing**

Dauphin County Technical School will require incoming students to take a placement test after being accepted at DCTS.

We have read and understand the above statements concerning student transfers, release of information, and placement testing.

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Signature of Student

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Signature of Parent

## Parental Registration Statement

Pennsylvania School code 13-1340-A states in part "Prior to admission to any school entity, the parent, guardian or other person having control or change of a student shall, upon registration, provide a sworn statement or affirmation stating whether the pupil was previously suspended or expelled from any public or private school of the Commonwealth or any other State for any act or for any act of violence committed on school property".

Please complete the following:

I hereby swear or affirm that my child (Check one) was  was not   
Previously suspended or expelled from any public or private school for the Commonwealth or any other State for an act or offense involving weapons, alcohol or drugs, or for the willful infliction of injury to another person for any act of violence committed on school property. \*I make this statement subject to penalties of 24 P.S. 13-1340-A (B) and IS Pa. C.S.A. 4904, relating to unsworn falsification to authorities, and the facts contained herein are true and correct to the best of my knowledge, information and belief.

Signature of Parent or Guardian \_\_\_\_\_

Date \_\_\_\_\_

Name of school from which the student was suspended or expelled; reason for suspension/expulsion; and dates of suspension or expulsion.

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*The Dauphin County Technical School is an equal opportunity educational institution and will not discriminate on the basis of race, color, national origin, sex and handicap in its activities, programs, or employment practices as required by Title VI, Title IX and section 504*

*For information on civil or grievance procedures, contact Gail Bishop, Title IX Coordinator, Nick Blanch or Margaret Gilreath, Section 504 Coordinator at 6001 Locust Lane, Harrisburg, PA 17109 (717) 652-3710. For information regarding services, activities and facilities that are accessible to and usable by handicapped persons, contact Ashley Bennett, Special Education Supervisor*

**DAUPHIN COUNTY TECHNICAL SCHOOL  
CAREER EXPLORATION INTERVIEW**

Name \_\_\_\_\_ School: \_\_\_\_\_ District \_\_\_\_\_

Occupational Area/Cluster of Interest: \_\_\_\_\_

In order for a student application to be considered complete, the student must complete the questions listed on the front and back of this sheet. Failure to do so will eliminate a student from the application process. Should a student encounter problems in the completion of these questions, he/she may request assistance from his/her counselor.

1) Why do you want to take this course?

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2) What experiences have you had in the vocational area you are applying for?

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3) What do you plan to do beyond graduation from high school?

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**INTERVIEW**

To help the applicant make an appropriate career choice, D.C.T.S. requires that an interview be conducted with someone who is employed in the occupational cluster of your first choice. Make certain that the person interviewed signs and dates this sheet. The student applicant should write or print the answers to the questions, If a student cannot find a person to interview, he/she may obtain the answers by using the DISCOVER system or other reference materials. If a student cannot understand the English language he/she may request a Spanish version of the Career Exploration Interview form. Yes or No answers are not acceptable responses to questions. If a question does not apply to your vocational cluster, please write in the response "Does not apply" (this would only be appropriate for question 4). If you are physically unable to write the answers to the questions (this must be confirmed by you counselor), you may submit an audiocassette with the answers in place of the written sheet.

1) What are the working conditions like in this field?

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2) What kind of job opportunities are there in the field?

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3) What special aptitudes and abilities do you need to be successful in this field?

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4) Are there any hazards while working? If so, list them.

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5) What are five advantages of this occupational area?

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6) Must or should you go to college or a technical school following high school? If yes, for how long? Two or four years?

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7) What are the disadvantages of this occupational area?

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8) What is the average salary earned in this occupational area?

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(Signature of Person Interviewed) \_\_\_\_\_ (Job Title) \_\_\_\_\_

If the information was obtained from a source other than an interview of an individual, please list the source of your information below.

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***To be completed by the applicant:***

After conducting the interview, have your opinions regarding this occupational area changed?

\_\_\_\_\_ Yes \_\_\_\_\_ No

Are you still interested in applying for your first choice?

\_\_\_\_\_ Yes \_\_\_\_\_ No

**DAUPHIN COUNTY TECHNICAL SCHOOL  
Student Application – Teacher Recommendation Form**

Name \_\_\_\_\_ High School \_\_\_\_\_

Choice(s) of Vocational Area of Interest: (1) \_\_\_\_\_ (2) \_\_\_\_\_

Teacher Completing Recommendation \_\_\_\_\_ Course Taught \_\_\_\_\_

Teacher Signature \_\_\_\_\_

Instructions: Please Circle the box that best describes the student for each of the ten factors listed below:

**PERSONAL FACTORS**

	1	2	3	4	5
<b>1. Cooperation:</b> Willingness to work with others	Openly uncooperative	Reluctant to cooperate	Ordinarily cooperative	Always cooperative	Stimulates cooperation
<b>2. Attitude Toward Authority:</b> Willingness to take and carry out orders.	Definitely resents taking orders	Accepts with resistance	Appears to accept reasonably well	Shows evidence of accepting authority well	Understands and appreciates need for authority
<b>3. Attitude Toward Training:</b> Willingness to learn new methods or techniques toward greater efficiency and growth.	Definitely resists	Accepts training only under pressure	Accepts training if sees advantages	Willingly accepts training	Constantly seeks additional training
<b>4. Adherence to Rules/Directions/Safety Guidelines:</b> Exhibits consistent and reliable behavior	Often exhibits inconsistent, unsafe behavior	Sometimes exhibits inconsistent, unsafe behavior	Occasionally exhibits unsafe behavior	Rarely exhibits unsafe behavior	Always exhibits safe, consistent behavior
<b>5. Resourcefulness:</b> Having ideas, devising ways and means, applying images.	Of no help in solving problems	Rarely offers a constructive solution	Has average supply of solutions	Usually resourceful even in an emergency	Exceptional capacity for problem solving
<b>6. Interest:</b> Degree of enthusiasm for specific job and the organization in general.	Totally disinterested	Uninterested	Shows a varying degree of interest	Well motivated	High specific and general interest
<b>7. Initiative:</b> Takes lead, self-starter.	Never initiates	Waits for others to get started	Usually initiates	Frequently sees things to do	Usually self-reliant, creative
<b>8. Responsibility:</b> Assurance that assignment will be done.	Unreliable	Somewhat dependable	Usually dependable	Dependable, conscientious	Very dependable, takes responsibility
<b>9. Work Ethic:</b> Does best work possible, cares about quality work.	Sloppy, careless	Strives for Quality only under pressure	Work is acceptable	Usually conscientious about work	Takes pride in doing excellent work
<b>10. Punctuality:</b> Beginning on or ahead of time for work.	Consistently tardy	Sometimes tardy	Usually on time	Punctual	Always Punctual

**Total Points** \_\_\_\_\_

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Teacher Completing Recommendation \_\_\_\_\_ Course Taught \_\_\_\_\_

Teacher Signature \_\_\_\_\_

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**Total Points** \_\_\_\_\_

**To Be Completed**

**By Guidance Office**

**From This Point Forward**