



DAUPHIN COUNTY TECHNICAL SCHOOL  
 6001 Locust Lane • Harrisburg, PA 17109 • www.dcts.org  
 Phone: (717) 652-3170, Guidance ext. 7432

## High School Application for Admission 2021-2022

Applying for: Grade: \_\_\_\_\_ Circle one: Full Day Half Day\* (11<sup>th</sup> & 12<sup>th</sup> Grades only)

Previously Attended DCTS?  Yes  No If Yes, Date(s) Attended: \_\_\_\_\_

Name: \_\_\_\_\_  
Last Name First Name Middle Name

Address: \_\_\_\_\_

City: \_\_\_\_\_ State: \_\_\_\_\_ Zip: \_\_\_\_\_ Birthdate: \_\_\_\_\_

School District: \_\_\_\_\_ Present School: \_\_\_\_\_

Father/Guardian: \_\_\_\_\_  
Last Name, First Name

Cell Phone Number: (\_\_\_\_) \_\_\_\_\_

Email Address: \_\_\_\_\_

Employer: \_\_\_\_\_

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

Mother/Guardian: \_\_\_\_\_  
Last Name, First Name

Cell Phone Number: (\_\_\_\_) \_\_\_\_\_

Email Address: \_\_\_\_\_

Employer: \_\_\_\_\_

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

Primary Email Address to be used for communication with your family: \_\_\_\_\_

Student lives with (circle one): Both Parents Mother Father Guardian(s) \_\_\_\_\_

**Release of Information**

*For the purposes of the next four questions, "evaluated" means a student went through the process to determine eligibility for services. If the student was evaluated but did not to qualify for the services in question, you should still check yes.*

Has the student ever been evaluated for special education services? ( one) Yes  No

Has the student ever been evaluated for gifted services? ( one) Yes  No

Has the student ever been evaluated for a 504 plan? ( one) Yes  No

Has the student ever been evaluated for ELL (English Language Learner) services? ( one) Yes  No

**\*Half Day students are responsible for their own transportation.**

Dauphin County Technical School is an equal opportunity education institution and will not discriminate on the basis of race, color, national origin, sex, or handicap in its activities, programs, or employment practices as required by Title VI, Title IX, and Section 504. For information regarding civil rights or grievance procedures, contact our Title IX Coordinator or Section 504 Coordinator at 6001 Locust Lane, Harrisburg, PA 17109 (717) 652-3170. For information regarding services, activities, and facilities that are accessible to and usable by handicapped individuals and groups, please contact the Administrative Director at 6001 Locust Lane, Harrisburg, PA 17109 (717) 652-3170. ©2007 Dauphin County Technical School

Has the student ever attended a CTC or technical school? ( one)

Yes

No

If yes, what school? \_\_\_\_\_

\_\_\_\_\_ I give permission to have my student's records released to DCTS.  
[initials]

**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 charge 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."

I hereby swear or affirm that my child ( one) was  was not

previously suspended or expelled from any public or private school of 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 or 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.*

If child was suspended or expelled, please list name of school, reason for suspension/expulsion, and dates of suspension/expulsion:

\_\_\_\_\_  
\_\_\_\_\_

All DCTS students are issued a laptop computer to be utilized as a part of their educational experience. Acceptance and use of this laptop is required by all students and cannot be declined or refused.

I have read and understand the above statements concerning previous suspensions/expulsions and release of information, and I have initialed permission for release of educational records to DCTS.

\_\_\_\_\_  
Parent/Guardian Signature

Date \_\_\_\_\_

\_\_\_\_\_  
Parent/Guardian Name (Please Print)

**Program Selection:** Please select three (3) Career & Technical programs from the offerings listed below. You **MUST** choose three (3), as there is limited space in each program to ensure a safe and effective environment. Identify order of preference with "1," "2," and "3."

**School of Construction and Manufacturing**

- Building Construction Technology
- Carpentry
- Electrical Construction & Maintenance
- HVAC
- Landscaping & Greenhouse Production
- Masonry
- Precision Machining Technology
- Welding

**School of Health Sciences and Public Services**

- Cosmetology
- Culinary Arts
- Dental Assistant
- Emergency & Protective Services
- Medical Assistant
- Nursing Foundations
- Veterinary Assistant

**School of Transportation**

- Automotive Technology
- Collision & Refinishing Technology
- Diesel Technology
- Small Engine Equipment Technology

**School of Visual Arts and Information Technology**

- Commercial Art
- Computer Networking
- Drafting & Design Technology
- Electronics Engineering
- Graphic Arts
- Web Development & Design



Dauphin County Technical School  
Career Goals Essay

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

In 100 words or less, tell us about your educational interests and goals and how DCTS can help you reach them.

---

---

---

---

---

---

---

---

---

---

---

---

---

---

---

---

---

---

---

---

---

---

---

---

---

---

---



**DAUPHIN COUNTY TECHNICAL SCHOOL**  
Student Application - High School Teacher Recommendation Form

Student's Name: \_\_\_\_\_ High School: \_\_\_\_\_

Teacher Completing Recommendation: \_\_\_\_\_ Teacher Signature \_\_\_\_\_

**PERSONAL FACTORS**

[Please circle the box that best describes the student for each of the 10 factors listed below]

	<b>1</b>	<b>2</b>	<b>3</b>	<b>4</b>	<b>5</b>
1. <b>Cooperation:</b> willingness to work with others	Openly uncooperative	Reluctant to cooperate	Ordinarily cooperative	Always cooperative	Stimulates cooperation
2. <b>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
3. <b>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
4. <b>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
5. <b>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
6. <b>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
7. <b>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
8. <b>Responsibility:</b> assurance that assignment will be done	Unreliable	Somewhat dependable	Usually dependable	Dependable, conscientious	Very dependable, takes responsibility
9. <b>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
10. <b>Punctuality:</b> beginning on, or ahead of, time for class	Consistently tardy	Sometimes tardy	Usually on time	Punctual	Always punctual

**TOTAL [please]:** \_\_\_\_\_



DAUPHIN COUNTY TECHNICAL SCHOOL  
 Student Application - High School Teacher Recommendation Form

Student's Name: \_\_\_\_\_ High School: \_\_\_\_\_

Teacher Completing Recommendation: \_\_\_\_\_ Teacher Signature \_\_\_\_\_

**PERSONAL FACTORS**

[Please circle the box that best describes the student for each of the 10 factors listed below]

	<b>1</b>	<b>2</b>	<b>3</b>	<b>4</b>	<b>5</b>
1. <b>Cooperation:</b> willingness to work with others	Openly uncooperative	Reluctant to cooperate	Ordinarily cooperative	Always cooperative	Stimulates cooperation
2. <b>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
3. <b>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
4. <b>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
5. <b>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
6. <b>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
7. <b>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
8. <b>Responsibility:</b> assurance that assignment will be done	Unreliable	Somewhat dependable	Usually dependable	Dependable, conscientious	Very dependable, takes responsibility
9. <b>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
10. <b>Punctuality:</b> beginning on, or ahead of, time for class	Consistently tardy	Sometimes tardy	Usually on time	Punctual	Always punctual

**TOTAL [please]:** \_\_\_\_\_





# DAUPHIN COUNTY TECHNICAL SCHOOL

High School Application  
2021-2022

## TO BE COMPLETED BY SCHOOL COUNSELING OFFICE FROM THIS POINT FORWARD

**Please provide requested information directly on this form.**

**Please do not write: "See attached" in lieu of completing this form as it will significantly delay the student's application process.**

Please note:

Applications are considered incomplete if required documentation is not submitted. This could result in a negative impact on the student's score.



**Dauphin County Technical School**  
 High School Application for Admission  
 School Counseling Office Packet  
Deadline for Application – February 1, 2021.

Student Name: \_\_\_\_\_ PA SECURE ID# **[required]** \_\_\_\_\_  
 (Last) (First) (Middle)

**Student Application Packet**

(Please  only one square below indicating the type of completed application that is submitted)

- |   |  |
|---|--|
| <input type="checkbox"/> New High School Student Application  | <input type="checkbox"/> Re-admittance Grade 10 <sup>th</sup> -12 <sup>th</sup>                    |
| <input type="checkbox"/> Career Pathway Transfer Application<br>Career & Technical School _____<br>Career & Technical Program _____ | <input type="checkbox"/> Junior ½ day Program *<br><input type="checkbox"/> Senior ½ day Program * |

*\* Students must provide their own transportation; sending district does not provide transportation for 1/2 day students.*  
 A complete application packet consists of the following, including **all** necessary attachments:

- Student Application Cover Sheet
  - Program Selection Sheet
  - Parental Registration Statement
  - Career Goals Essay
  - Teacher Recommendations (2)
- School Counselor Assessment Form
- Special Education Form (if applicable)
  - Most Current IEP, ER, and/or RR
- 504 Plan (if applicable)
- ELL Testing Reports (if applicable)
- Current Report Card
- 8<sup>th</sup> Grade Report Card (for students currently in 9<sup>th</sup> grade only)
- High School Transcript
- Keystone Exam Scores
- Attendance Records
- Discipline Records

Application will be  
 considered  
**incomplete**  
 if all supporting  
 documentation  
 is not submitted.

*The student application packet attached is complete and the above student has my approval to begin the selection process for admission to the Dauphin County Technical School.*

\_\_\_\_\_  
 Principal Name (print)

\_\_\_\_\_  
 School Counselor Name (print)

\_\_\_\_\_  
 Principal Signature

\_\_\_\_\_  
 School Counselor Signature

\_\_\_\_\_  
 Principal Phone

\_\_\_\_\_  
 School Counselor Phone



# High School Counselor Assessment Form

Student Name: \_\_\_\_\_ Present Grade: \_\_\_\_\_  
(Last) (First) (Middle)

8<sup>th</sup> Grade information only required for students who have not yet completed one full year of high school.

## Attendance:

When determining the number of absences, please do not include suspensions, field trips, or approved educational trips.

Days Absent in Grade: 8: \_\_\_\_\_ 9: \_\_\_\_\_ 10: \_\_\_\_\_ 11: \_\_\_\_\_ (as of) \_\_\_\_\_  
Today's Date

Days Tardy in Grade: 8: \_\_\_\_\_ 9: \_\_\_\_\_ 10: \_\_\_\_\_ 11: \_\_\_\_\_ (as of) \_\_\_\_\_  
Today's Date

## Discipline:

Number of disciplinary infractions resulting in suspension:

Grade 8: Number of incidents resulting in OSS: \_\_\_\_\_ Total Number of OSS Days Assigned: \_\_\_\_\_

Number of incidents resulting in ISS: \_\_\_\_\_ Total Number of ISS Days Assigned: \_\_\_\_\_

Grade 9: Number of incidents resulting in OSS: \_\_\_\_\_ Total Number of OSS Days Assigned: \_\_\_\_\_

Number of incidents resulting in ISS: \_\_\_\_\_ Total Number of ISS Days Assigned: \_\_\_\_\_

Grade 10: Number of incidents resulting in OSS: \_\_\_\_\_ Total Number of OSS Days Assigned: \_\_\_\_\_

Number of incidents resulting in ISS: \_\_\_\_\_ Total Number of ISS Days Assigned: \_\_\_\_\_

Grade 11: Number of incidents resulting in OSS: \_\_\_\_\_ Total Number of OSS Days Assigned: \_\_\_\_\_

Number of incidents resulting in ISS: \_\_\_\_\_ Total Number of ISS Days Assigned: \_\_\_\_\_

Has the student ever been in alternative education placement?  Yes  No

Please provide final numerical grades below.

Final Numerical Average for 2018-19 PA Core courses:

English \_\_\_\_\_ Social Studies \_\_\_\_\_ Science \_\_\_\_\_ Math \_\_\_\_\_

Final Numerical Average for 2019-20 PA Core courses:

English \_\_\_\_\_ Social Studies \_\_\_\_\_ Science \_\_\_\_\_ Math \_\_\_\_\_

Mid-Year Numerical Average for current 2020-21 PA Core courses (should be an average of 1<sup>st</sup> marking period and most current 2<sup>nd</sup> marking period):

English \_\_\_\_\_ Social Studies \_\_\_\_\_ Science \_\_\_\_\_ Math \_\_\_\_\_

Student is presently enrolled in Compensatory or Remedial:  Math  Reading

Algebra Keystone Testing:  Not yet taken  Below Basic  Basic  Proficient  Advanced

Literature Keystone Testing:  Not yet taken  Below Basic  Basic  Proficient  Advanced

Biology Keystone Testing:  Not yet taken  Below Basic  Basic  Proficient  Advanced

Does the student receive special education services? .....  Yes  No

Does the student have a 504 plan? .....  Yes  No

Has the student ever been through the child find process? .....  Yes  No

Does the student receive ELL services? .....  Yes  No

Please note any medical concerns that may preclude student from participating in specific programs [may be completed by nurse]: \_\_\_\_\_

## Summary of Special Education Documents

Student Name: \_\_\_\_\_ School: \_\_\_\_\_  
(Last) (First) (Middle)

Current ER/RR Date: \_\_\_\_\_ Current IEP Date: \_\_\_\_\_

Primary Disability: \_\_\_\_\_

Secondary Disability: \_\_\_\_\_

IQ Test Date: \_\_\_\_\_ VIQ: \_\_\_\_\_ Full IQ: \_\_\_\_\_

**PRESENT LEVELS**

**Academic:**

Reading - Lexile Score/Decoding/Comprehension: \_\_\_\_\_

Math Level: \_\_\_\_\_ Written Expression: \_\_\_\_\_

**Comments:**

Behavioral: \_\_\_\_\_

Social: \_\_\_\_\_

Attendance: \_\_\_\_\_

**Strengths:** \_\_\_\_\_

\_\_\_\_\_  
 \_\_\_\_\_  
 \_\_\_\_\_

**Needs:** \_\_\_\_\_

\_\_\_\_\_  
 \_\_\_\_\_  
 \_\_\_\_\_

**Services:**       Learning Support       Emotional Support       Related Services \_\_\_\_\_

**Current Level of Service: (please check all that apply)**

Subject	Regular Ed	Co-Taught	Spec. Ed Classroom
English			
Math			
Science			
Social Studies			

*Please include current IEP and most recent ER/RR with application. All RR's due before October 15<sup>th</sup> will be completed by sending district prior to enrollment.*

Case Manager: \_\_\_\_\_ Telephone number / Ext: \_\_\_\_\_  
(Please Print Clearly)

Email Address: \_\_\_\_\_