

Sachem Central School District

Career Training Program Application

Office use only:
Date/Time Received:

Please Circle Requested Program:

Carpentry Communication Design Computer Repair Technician Cosmetology

Student Name: _____ ID# _____ Current Grade: _____

Address: _____ Town/ zip: _____

Student Phone Number: _____ Email Address _____

Parent/Guardian Name: _____ Phone _____

Emergency Contact: Name: _____ Phone _____

I approve of my son's/daughter's participation in the Sachem Career Training Program. I understand that all student records will be reviewed as per the admission process. By signing this application, I grant Sachem access to all pertinent information regarding my child, including, but not limited to, recent transcript, attendance, and discipline records. I understand that this application does not guarantee acceptance into the program. Being enrolled in a Career Training Program is a privilege and students are expected to attend the program and follow the safety precautions set by the instructor. Failure to comply may result in an administration conference and possible removal from the course.

Parent/ Guardian Signature: _____ Date: _____

Student Signature: _____ Date: _____

Health Status: To be completed by School Nurse:

Any Physical Limitations: No Yes _____

Nurse Signature: _____

To Be Completed by School Counselor:

Potential Applicant for the _____ School Year.

Is the student Classified? No Yes Classification: _____ Test Mods: Yes No

Is the student ENL? No Yes Level: _____

Required Recommendation Signatures: Must be recommended by a school counselor and approved by:

Counselor Signature: _____

Assistant Principal: _____

Principal: _____

Career Training Program Enrollment Requirements

The Career Training Programs in the Sachem Central School District are modeled after BOCES programs. As with BOCES programs, there are certain requirements to enter, and maintain, your enrollment.

- Students need a recommendation by their Assistant Principal and School Counselor. The final approval will be determined by the building principal.
- Students need the teacher's recommendation to enroll in a Level 2 program. Students should not have more than 20 absences from a Level 1 class to qualify for entry to Level 2.
- Discipline procedures – students may be removed from the program if deemed appropriate.
 - 1st Offense – Phone call home and teacher, student conference with appropriate discipline. (Detention)
 - 2nd Offense – Phone call home and teacher, student, administrator conference with appropriate discipline. (ISS, OSS)
 - 3rd Offense – Phone call home and parent meeting with teacher/administrator with appropriate discipline. (ISS, OSS)
 - If behavior happens again, removal from class.

Student Signature: _____

Parent Signature: _____