



# Culinary Arts Tech Prep/College in the HS

Offered through the Capital Region BOCES Career & Technical School

## Student Application Form

Name: \_\_\_\_\_ Date of Birth: \_\_\_\_\_

Current Grade Level: \_\_\_\_\_

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

Home Phone: \_\_\_\_\_

City/Town/State: \_\_\_\_\_

Zip: \_\_\_\_\_

Home School: \_\_\_\_\_

Guidance Counselor: \_\_\_\_\_

Parent/Guardian Name: \_\_\_\_\_

Parent/Guardian Work Phone: \_\_\_\_\_

### **Qualifications for Culinary Arts Tech Prep/College in the High School:**

- High school senior, academically on track.
- Communicates sincere interest in the field of culinary arts & hospitality.
- Positive attendance and behavior patterns.
- Ability to work independently and cooperatively.
- Good communication skills (i.e. writing, speaking, listening).

### **Requirements for consideration:**

1. Completion of this application.
2. Submission of high school transcript including grades of courses currently in progress.
3. Submission of a recommendation by a school official such as a guidance counselor, principal, teacher or administrator.
4. Most recent I.E.P. if applicable.
5. Selected students may be contacted for an interview to clarify their application.

### **Completed application should be sent to:**

Capital Region Career & Technical School

Career Center

1015 Watervliet-Shaker Road

Albany, NY 12205

(518) 862-4816

Fax (518) 862-4818

### **Home high school guidance counselor's approval:**

Counselor's name: \_\_\_\_\_ Signature: \_\_\_\_\_ Date: \_\_\_\_\_

**Student's Name:**  
**Program Applied For:**

Please indicate why you are interested in this program, including your ambitions and long-term plans.

Please list volunteer, work and/or extracurricular activities.

**Student's signature** \_\_\_\_\_

**Date** \_\_\_\_\_

**Student's Name:**  
**Program Applied For:**

## School Official's Recommendation/ Discipline & Attendance Records

Please rate the applicant in the following areas. Keep in mind that the student will be compared with other capable students, and if accepted into the program, will be working closely with a variety of individuals in a professional environment.

Rating scale:	Low			High			
	No basis to judge	1	2	3	4	5	6
<b>Ability to get along with others</b>							
<b>Ability to work in a group</b>							
<b>Ability to work in a group</b>							
<b>Dependability</b>							
<b>Ease with adults</b>							
<b>Flexibility</b>							
<b>Maturity</b>							
<b>Self motivation</b>							
<b>Verbal skills</b>							
<b>Writing skills</b>							
<b>Organizational skills</b>							

Diploma goal: IEP \_\_\_\_ Local \_\_\_\_ Regents \_\_\_\_ Adv. Regents \_\_\_\_

Is the student receiving special education services? Yes \_\_\_\_ No \_\_\_\_

Please indicate the number of absences this student has had to-date during this academic year: # of absences: \_\_\_\_\_ Date of application: \_\_\_\_\_

Please provide a narrative with supporting or clarifying information for any and all of the above areas. Please include information about **disciplinary concerns**. Feel free to add any material you feel would be helpful in evaluating this applicant.

**School Official's Name & Title** \_\_\_\_\_

**Signature** \_\_\_\_\_ **Date** \_\_\_\_\_

The Capital Region BOCES does not discriminate on the basis of race, color, national origin, sex, disability, or age in its programs, activities, employment, and admissions; and provides equal access to the Boy Scouts and other designated youth groups. The following person has been designated to handle inquiries regarding the non-discrimination policies: Human Resources Director, compliance officer/coordinator at carol.ratigan@neric.org, (518) 862-4951 or 900 Watervliet-Shaker Road, Albany, NY 12205. Inquiries concerning the application of the Capital Region BOCES non-discrimination policies may also be referred to the U.S. Department of Education, Office for Civil Rights (OCR), 32 Old Slip, 26th Floor, New York, NY 10005, telephone (646) 428-3800 (voice) or (800) 877-8339 (TTY).