

# Common Application

## Illinois Central College Career & Technical Education Programs and Regional Work-Based Learning

**Deadline: March 1, 2010**

*To be completed by the student. Please use a black ink pen and print clearly.*

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

Social Security Number: \_\_\_\_\_ Gender:  Male  Female

Citizenship:  US Born  Perm. Resident (A# \_\_\_\_\_)  
 US Naturalized  Visa (type \_\_\_\_\_) Birth date: \_\_\_\_\_  
*MM/DD/YYYY*

Home Address: \_\_\_\_\_  
*Street City State Zip*

Phone Numbers: \_\_\_\_\_ Email: \_\_\_\_\_  
*Home Student's Cell (optional) Student's Email Address (optional)*

High School: \_\_\_\_\_ Counselor: \_\_\_\_\_

### Please identify the program(s) to which you are applying:

(If applying for more than one program, mark them 1, 2, 3, to indicate your preference.)

#### Regional Dual-Credit Career and Technical Education Programs Taught by ICC Instructors

##### Full year

- Automotive Fundamentals Morning (ICC East Peoria)
- Automotive Fundamentals Afternoon (ICC East Peoria)
- Project Lead the Way (ICC North Campus Fall and/or Spring)
- Other

##### Fall only

- Criminal Justice (ICC North Campus)
- Health Occupations-CNA (ICC North Campus)
- Health Occupations-CNA (Chillicothe)
- Health Occupations-CNA (Eureka)

##### Spring only

- EMT Basic (ICC North Campus)
- Graphic Design (ICC East Peoria Campus)
- Health Occupations-CNA (ICC North Campus)
- Health Occupations-CAN (Eureka)

#### Work-Based Learning Programs (Full Year)

- Construction
- Early Childhood Education
- Cosmetology (Two-year program)



Name (Please print): \_\_\_\_\_

## Career Plan

(Student can attach Career Cruising or Kuder report instead of the Academic/Career Plan)

Choosing to participate in a career building program either at ICC or in the workplace is a big decision. The time and energy required to be successful depends a great deal on maturity and interest. This section of the application demonstrates the student's development. There does not need to be a match between student's career interests and the program they are applying.

I am interested in the following career cluster(s): (If more than one try to rank them in order.)

### Agriculture, Food & Natural Resources

Food Products and Processing Systems  
Plant Systems  
Animal Systems  
Power, Structural & Technical Systems  
Natural Resources Systems  
Environmental Service Systems  
Agribusiness Systems

### Law, Public Safety, Corrections & Security

Correction Services  
Emergency and Fire Management Services  
Security & Protective Services  
Law Enforcement Services  
Legal Services

### Arts, Audio/Video Technology & Communications

Audio and Video Technology and Film  
Printing Technology  
Visual Arts  
Performing Arts  
Journalism and Broadcasting  
Telecommunications

### Business Management & Administration

General Management  
Business Information Management  
Human Resources Management  
Operations Management  
Administrative Support

### Education & Training

Administration and Administrative Support  
Professional Support Services  
Teaching/Training

### Finance

Securities & Investments  
Business Finance  
Accounting  
Insurance  
Banking Services

### Government & Public Administration

Governance  
National Security  
Foreign Service  
Planning  
Revenue and Taxation  
Regulation  
Public Management and Administration

### Science, Technology, Engineering & Mathematics

Engineering and Technology  
Science and Math

### Transportation, Distribution & Logistics

Transportation Operations  
Logistics Planning and Management Services  
Warehousing and Distribution Center Operations  
Facility and Mobile Equipment Maintenance  
Transportation Systems/Infrastructure Planning  
Health, Safety and Environmental Management  
Sales and Service

### Hospitality & Tourism

Restaurants and Food/Beverage Services  
Lodging  
Travel & Tourism  
Recreation, Amusements & Attractions

### Human Services

Early Childhood Development & Services  
Counseling & Mental Health Services  
Family & Community Services  
Personal Care Services  
Consumer Services

### Information Technology

Network Systems  
Information Support and Services  
Web and Digital Communications  
Programming and Software Development

### Architecture & Construction

Design/Pre-Construction  
Construction  
Maintenance/Operations

### Marketing, Sales & Service

Marketing Management  
Professional Sales  
Merchandising  
Marketing Communications  
Marketing Research

### Manufacturing

Production  
Manufacturing Production Process Development  
Maintenance, Installation & Repair  
Quality Assurance  
Logistics & Inventory Control  
Health, Safety and Environmental Assurance

### Health Science

Therapeutic Services  
Diagnostic Services  
Health Informatics  
Support Services  
Biotechnology Research and Development

Name (Please print): \_\_\_\_\_

**Employability Skills: Rate your readiness for the workplace by skills you have acquired.**

- 1 = I will need a great deal of direction from my supervisor to complete tasks in this area.
- 2 = I will need a little direction from supervisor in this area.
- 3 = I can work without assistance, but may make some mistakes.
- 4 = I need no assistance and seldom make mistakes in this area.
- 5 = I can perform at a professional level and assist others in this area.

- \_\_\_\_\_ Language skills: Speak and write at a level consistent with career field.
  - \_\_\_\_\_ Math Competence: Ability to recognize & solve problems and interpret & apply numerical data.
  - \_\_\_\_\_ Science/Technology: Knowledge of scientific and technical theories and ability to apply them.
  - \_\_\_\_\_ Interpersonal Skills: Get along well with others, enjoy teamwork, and willing to compromise.
  - \_\_\_\_\_ Dependability: Few absences, on time, follow instructions, and finish all assigned tasks.
  - \_\_\_\_\_ Productivity: Take pride in work, work quickly and accurately, and do not waste time.
  - \_\_\_\_\_ Positive Attitude: Interested in work, hard working, self-starter, and want to do better.
  - \_\_\_\_\_ Diversity: Ability to understand other people's cultures, governments, religions, and societies.
- 

**To support my decision to pursue further education and/or training after I graduate from high school, I intend to successfully complete my academic/career goals.**

I plan to attend college after I graduate from high school

Academic goal is to earn a:

- Graduate or Professional Degree in \_\_\_\_\_
- 4-year Bachelor Degree in \_\_\_\_\_
- 2-year Associates Degree in \_\_\_\_\_
- Technical certificate in \_\_\_\_\_

I plan to participate in an Apprenticeship in the \_\_\_\_\_ trade.

I will seek employment after high school instead of attending a college or seeking an apprenticeship.

Name (Please print): \_\_\_\_\_

### Academic Plan

The regional career and technical education programs are designed to support students' development. It is easy for students to overextend by taking on too many responsibilities. Please take time to identify the curricular and extra-curricular opportunities that you will want to participate in at your high school. Attendance is mandatory for the programs at Illinois Central College. Can you meet all of your planned activities and still have time and energy to dedicate to the program? Will school extra-curricular activities prevent you from participating fully?

**During the coming school year I hope to participate in the following activities:**

Extra-curricular sport activities:	
School or club activities:	
Other extra-curricular activities:	
Work, volunteer, or other out-of-school activities:	

**Goals: To be ready for college or the workplace, I have set the following goals for myself.**

- Highest level of math that I should achieve by graduation: \_\_\_\_\_
- Highest level of science that I should achieve by graduation: \_\_\_\_\_
- Highest level of English that I should achieve by graduation: \_\_\_\_\_
- Foreign language that I should achieve by graduation: \_\_\_\_\_
- Highest level of technology that I should achieve by graduation: \_\_\_\_\_

	Courses that I plan to complete	Grade	
		Goal	Actual
<b>Junior Year</b>			
English			
Math			
Social Science			
Science			
Elective(s)			
Regional CTE or WBL			
<b>Senior Year</b>			
English			
Math			
Social Science			
Science			
Elective(s)			
Regional CTE or WBL			

## CONFIDENTIAL FACULTY/COUNSELOR RECOMMENDATION SHEET

*Note to Student: You must provide three Faculty/Counselor Recommendation Sheets to complete this application.*

To: \_\_\_\_\_ Date: \_\_\_\_\_  
*Faculty Member*

\_\_\_\_\_ has expressed an interest in the \_\_\_\_\_  
*Student Name* *Program Name*

program and has listed your name as a person who is familiar with her/his personality and possible future success in this Regional Career and Technical Education and Work-Based Learning program.

<b>Rating Scale</b> (Rating Scale: 5=Excellent 4=Good 3=Average 2=Fair 1=Poor)	1	2	3	4	5
<b>Professionalism</b> - This student will represent your school at an off-campus site if the student is selected for the program. Can this student be trusted to dress appropriately for the training? For example: Will the student wear safety equipment like safety glasses/boots? Can this student wear "business casual" to the workplace if that is a requirement?					
<b>Attitude</b> - Does this student contribute to your class in positive ways? Does this student help others? Does this student exhibit leadership skills?					
<b>Cooperation</b> - Does this student work with others in a "team" setting? Does this student take part in group work or does this student sit back and let others in the group do the assignment?					
<b>Courtesy</b> - Does this student treat you with respect? Does this student respect the feelings of his/her fellow students? Can this student be trusted to learn and work in a culturally diverse environment and not embarrass your school?					
<b>Dependability</b> - Does this student hand in assignments on time? Are they done completely and thoroughly?					
<b>Initiative</b> - Does this student ever do extra credit work or independent study work? Does this student ever "go beyond" the bare minimums of assigned work?					
<b>Promptness &amp; Attendance</b> - Is this student usually on time for your class? Does this student miss more than a few days for real illness? <u>You</u> are the best judge of this student's ability to be on time and ready to work. How does this student "measure up"?					
<b>Reliability</b> - If you gave this student a project or assignment to do, could you count on this student to have it ready so that the rest of the class/group wasn't negatively affected? Does this student follow directions and get things done on time and with a degree of pride in his/her work?					
<b>Citizenship</b> - Will this student be a positive ambassador for your school in the Peoria area business or higher education community? Is this student a "good citizen" who shows some leadership in your own school?					

**COMMENTS:** (Please provide a written statement about this student.)

Faculty Member's Signature \_\_\_\_\_

Title/Subject Taught \_\_\_\_\_

PLEASE RETURN TO \_\_\_\_\_ BY \_\_\_\_\_

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## DISCIPLINARY/ATTENDANCE FORM

This form is to be completed by a school official such as the dean of students, counselor, or principal. School may substitute local form if it includes the required information.

Student's Name: \_\_\_\_\_

Today's Date: \_\_\_\_\_

Please indicate the number of absences and tardies recorded for student during the current school year:

Absences		
Excused	Unexcused	Tardies

Please indicate whether student has any major disciplinary infractions on file. (*i.e. suspension and/or expulsion*)

no major discipline actions

one or more major discipline actions  
*(please attach explanation)*

\_\_\_\_\_  
*HS Official's Signature*

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

\_\_\_\_\_  
*Position*

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

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