



2016-20176 FHS Permission Slip to Shadow at Career & Technology Center (CTC)

More info: education.fcps.org/ctc

Your student has expressed an interest in a Career & Technology program for next year. Students are required by the CTC to shadow for a 1/2 day, any program before they can apply to be considered for enrollment. By shadowing, students will have the chance to observe the students and class activities for the specific program they are interested in. This helps the students to determine if the program is truly one in which they are interested. Students are REQUIRED to turn in this permission slip to Mrs. Carter in the FHS Guidance Office to be allowed to attend a 1/2 day shadowing visit at the CTC. No exceptions!

INSTRUCTIONS:

- 1) Complete this form; ELL students must also get signature of their English 9 teacher
- 2) Return form to Mrs. Carter, FHS Counseling Office Secretary, during your LUNCH period
- 3) The following day, see Mrs. Carter at LUNCH to receive assigned shadowing date/time
- 4) The day before your shadow, see Mrs. Carter at LUNCH to get your bus pass and instructions

Student FIRST/LAST NAME: _____ Circle current grade: 9 10 11
 Student ID # _____ Currently Enrolled Classes: Block 1 _____
 Cell Phone: _____ Block 2 _____
 Email address: _____ Block 3 _____
 Block 4 _____

ELL Students: You must get your English 9 Teacher to sign and indicate with a :
 Does this student have sufficient English skills suitable for CTC? Yes No
 ELL Eng 9 Teacher Signature: _____ Printed Teacher Name _____

Choose 1 program below with a :

- Agribusiness
- Auto Body
- Automotive Technology (Waiting List ONLY)
- CAD Architecture (Waiting List ONLY)
- Carpentry
- Digital Design & Printing Methods (Waiting List ONLY)
- Electricity
- HVACR (Waiting List ONLY)
- Landscaping
- Teacher Academy (Waiting List ONLY)

I give my permission for my student to shadow the above program(s) at the CTC. I understand that FCPS will be providing bus transportation between FHS and CTC.

Signature of Parent/Guardian: _____ **Date** _____

The Career & Technology Center (CTC) is a part of the Frederick County Public School System. CTC programs are available in a variety of areas ranging from the traditional vocational areas to 4-year college preparatory programs. Students can earn college credits and certifications as well as industry certifications and licenses. Programs are taught in half-day blocks and students attend FHS for the other half of the day.

***Shadowing** a program is the **first** step in the process and is open to students in grades 9-11. By shadowing, you will have the chance to observe the students and class activities in a program in which you have interest.*

*You will be assigned to shadow in the AM during blocks 1&2 or PM during blocks 3&4. You will ride the bus (either AM or PM as designated by CTC) to and from CTC for half of the day. It is very important that you shadow on the date that has been arranged. This is the **only** shadowing opportunity available – you may not return to shadow the programs again. You will be required to make up classwork that you miss.*

During the shadowing session, the application process will be explained and you will receive an application (or apply online) to attend CTC next school year. A personal interview and evaluation of your shadowing experience, attendance, and GPA are the main criteria for acceptance into any CTC program. The completed hard copy application is to be returned to Mrs. Carter in the Counseling Office as soon as possible after shadowing.