



**DAVID H. PONITZ
CAREER TECHNOLOGY CENTER**

FRESHMAN

STUDENT ADMISSIONS PACKET
Academic Year 2018-2019

Dear Prospective Student,

Thank you for your interest in Dayton Public Schools' Ponitz Career Technology Center (PCTC). If you are interested in using the latest technologies as you prepare for college and a career, then PCTC may be right for you. PCTC offers you a comprehensive high school experience and the opportunity to specialize in one of fifteen career-oriented, college prep programs.

The Ponitz Career Technology Center accepts students at grades 9, 10 & 11 who have demonstrated a commitment to learning through good attendance and classroom behavior. Your past academic performance is an important consideration; however, the PCTC learning environment is structured to develop average students into above average achievers.

PCTC is organized into 5 separate learning communities. Ninth graders concentrate on academics and exploring multiple career opportunities within a Ninth Grade Academy. At the 10th grade, students select one of four career communities: **Arts and Communication, Health, Business and Information Technology, or Industrial and Engineering Systems**. Within your chosen community, you'll receive college preparatory academic instruction and learn specialized, technical skills within a specific career field.

The PCTC instructors and staff are committed to preparing every student to complete a Post-Secondary Education earning career credentials, and pursuing military options. Students will have access to support services, extra help and college counseling. At PCTC, you will be able to begin your college class work while you're still in high school. Qualified students will receive a scholarship to complete a 2- year degree at Sinclair Community College. University bound students will also find that PCTC provides them with the skills they'll need to take that next step.

You are encouraged to review the information in this packet and to discuss this opportunity with your parent/guardians and counselors. The packet contains information on the admissions process, selection criteria, a school application form, and a checklist of required documentation.

Applications for students with an IEP, are reviewed by an intake team consisting of district and building level administrators and intervention specialists.

Thank you again for your interest, and please contact us if you have any questions.

Barbara Jones
Student Information Specialist
937-542-7208

Sincerely,
Raymond Caruthers, Principal

ADMISSIONS GUIDELINES

GRADE STUDENT SELECTION CRITERIA

Students who will be entering grades 9, 10 or 11 in the next school year are eligible for admittance to the David H. Ponitz Career Technology Center based upon the following criteria:

1. A completed application packet
2. Academic performance (Grade Point Average) ; Ohio State Test Scores
3. Attendance Record
4. Discipline Record
5. Career Interest
6. Average or better assessment scores
7. Essay 100 word minimum / 250 word maximum on “Why you would like to attend David H Ponitz CTC”
8. Student interview

GENERAL ADMITTANCE GUIDELINES

To qualify as a 9th grader you should have:

1. 95% or higher attendance
2. Good behavior – (No major offenses)
3. 78% or better grades

To qualify as a 10th grader you should have:

1. 95% or higher attendance / good behavior (no major offenses)
2. A minimum of a 2.0 grade point average
3. Earned 5 high school credits (Including: Algebra I, English 9, Physical Science, American History, PE)

→ ADMISSIONS PROCESS

The admissions process involves a review of student records, application materials and Parent / Student interview. *Interviews will be scheduled by David H Ponitz staff.*

Application to attend PCTC requires the following steps:

1. Complete Application
2. Enclose Student Transcripts and Test Scores from your current school **(If you are a Dayton Public School student these records can be obtained by Ponitz Career Technology Center staff.)**
3. Attend a personal interview with parent/guardian as requested by PCTC staff. *(Interviews will be scheduled by David H Ponitz Career Technology Center staff.*

→ DOCUMENT CHECKLIST:

A COMPLETED APPLICATION PACKET SHOULD INCLUDE:

- ✓ An Application for Admission
- ✓ Student Transcript of academic performance, attendance and behavior
- ✓ Ohio State Test Scores
- ✓ Two Completed Recommendation Forms
- ✓ Copy of student IEP *(if student is on an IEP)*
- ✓ Essay **(shared through Google drive to bjones@daytonpublic.com)**

****Students reading below a 6th grade level, 5.9 for example, the student may not be accepted unless the student is in the self-contained classroom, he/she is enrolled in a career pathway and has to meet College course requirements.**

→ **SEND YOUR PACKET TO: Barbara Jones
Ponitz Career Technology Center
741 Washington Street
Dayton, Ohio 45402**

→ **SENT YOUR ESSAY TO: Share you Essay Only through google drive to: bjones@daytonpublic.com**



FRESHMAN APPLICATION FOR ADMISSION
2018—2019

741 Washington Street
Dayton, Ohio 45402

Ph: (937)542-7180
Fax: (937-542-7181

www.ponitzctc.org

Raymond Caruthers
Principal

Debra Corbin
Assistant Principal

Julie Nighswander
Assistant Principal

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POTENTIAL STUDENT INFORMATION:

STUDENT ID NUMBER: _____

NAME _____
LAST FIRST MIDDLE

BIRTH DATE: _____ GENDER: MALE _____ FEMALE _____

PRESENT SCHOOL NAME: _____

PARENT/LEGAL GUARDIAN INFORMATION:

Name: _____ Relationship to Student: _____
LAST FIRST

Street Address: _____ City: _____ Zip: _____

E-mail: _____ Cell Phone: _____

Home Phone: _____ Work Phone: _____

Is student on an IEP _____

A complete application must include:

The Application for Admission; Test Scores; Two Recommendation Forms from Teacher/Counselors; Academic Transcript of Grades, Attendance, Discipline and Essay-100 minimum/250 maximum (Share **ESSAY ONLY** through Google drive to bjones@daytonpublic.com)

Incomplete Application Packets Will Not Be Processed
Deadline for Applications; February 28, 2018

PARENT/LEGAL GUARDIAN: Permission is granted for my son/daughter to apply for admission to the Ponitz Career Technology Center. I also, hereby, grant permission for the local school district to transfer requested student records to the Ponitz Career Technology Center.

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

Non-Discrimination Compliance Statement: Dayton Public Schools complies with the provisions of VI, Title IX and Section 504 of the Rehabilitation Act of 1973, and it does not discriminate against applicants, employees, students, parents, members of the general public and individuals with whom it does business on the basis of race, color, national origin, citizenship status, creed, religion, sex, economic status, age, or disability. Inquiries concerning this policy should be directed to the Compliance Officer.

Office Use Only : Date Application received _____ **Staff Name** _____



Recommendation Form

Ponitz Career Technology Center

Students must include two recommendation forms from current teachers or counselors as part of their application packet to the Ponitz Career Technology Center. Your completion and return of this form to the student applicant is much appreciated. Completed forms may be provided to the student in a sealed envelope.

Student Name _____

Current School _____

Please rank this student on the following characteristics:

Attendance	Excellent	Good	Fair	Poor
Class Participation	Excellent	Good	Fair	Poor
Self-Discipline	Excellent	Good	Fair	Poor
Politeness	Excellent	Good	Fair	Poor
Preparedness	Excellent	Good	Fair	Poor
Punctuality	Excellent	Good	Fair	Poor
Dress/Appearance	Excellent	Good	Fair	Poor
Quality of Work	Excellent	Good	Fair	Poor

Comments: _____

I recommend this student as a candidate for admission to the Ponitz Career Technology Center in the 2018 – 2019 school year.

Printed Name

Position

Signature



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