

# ***Request Assignment to the Career Academy of Engineering & Manufacturing***

**Application forms shall be available to all 8th-grade students at 8th-grade preview or at the MUSD District Office, Department of College and Career Readiness.**

A student who wishes to attend the Career Academy of Engineering & Manufacturing (located at **Matilda Torres High School**) must meet the following criteria:

- a. **Students must identify an acceptable career goal associated with the Career Academy of Engineering & Manufacturing. Qualifying specialized pathway courses include classes in Manufacturing/Product Innovation and Design and Engineering Technology.**
- b. **Students must enroll in at least one qualifying pathway course associated with the Career Academy of Engineering or Manufacturing during the entire school year (both semesters).**
- c. **Students must participate in SkillsUSA or FIRST Robotics the Career Technical Student Organization (CTSO) associated with the career pathways in the Career Academy of Engineering and Manufacturing.**

Career Academy transfers may be revoked at any time for the following:

- a. **The student does not maintain enrollment during both semesters in at least one pathway course associated with the Career Academy of Engineering and Manufacturing.**
- b. **The student is not associated with SkillsUSA or FIRST Robotics the designated CTSO associated with the Career Academy of Engineering and Manufacturing.**
- c. **The student fails to maintain acceptable academic progress, that is, his/her grade point average falls below a 2.0 for the overall academic year (two semesters). The student must attend MUSD summer school to have additional grades count in the overall GPA for that academic year.**
- d. **The student is designated as a habitual truant.**
- e. **The student commits an act in violation of the District's and/or school's policies, rules and/or regulations, the Student Handbook, or any other state and/or federal law.**

**Any student who has their Career Academy transfer status revoked will have the following conditions:**

- a. **The student must attend their school of original residency.**
- b. **The student will not be eligible to request a Career Academy application status at any time in the future.**
- c. **The student will fall under CIF athletic eligibility regulations and can be ineligible for Varsity competition for 365 days.**

Applicants must complete all portions of the application, ***provide current proof of residency when submitting the application, and have the application form signed.***

Any information that is false or fraudulent with the intent to misrepresent the facts will void the application.

DATE RECEIVED: \_\_\_\_\_ Proof of Residency Form: Yes/No

**Request to attend the School of Engineering  
& Manufacturing at **MATILDA TORRES HIGH SCHOOL** for  
2020-2021**

(PLEASE PRINT) Name: \_\_\_\_\_ ID # \_\_\_\_\_

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

Current School of Attendance: \_\_\_\_\_ Counselor: \_\_\_\_\_

Pathway of Interest: \_\_\_\_\_

Please list the reasons WHY you wish to attend the Career Academy of Engineering & Manufacturing at Matilda Torres High School.

1. \_\_\_\_\_  
\_\_\_\_\_
2. \_\_\_\_\_  
\_\_\_\_\_

Please list the athletic sports that you participated in during 7<sup>th</sup> & 8<sup>th</sup> grade:

7<sup>th</sup> Grade: (1) \_\_\_\_\_ (2) \_\_\_\_\_ (3) \_\_\_\_\_

8<sup>th</sup> Grade: (1) \_\_\_\_\_ (2) \_\_\_\_\_ (3) \_\_\_\_\_

\_\_\_\_\_  
STUDENT SIGNATURE

\_\_\_\_\_  
PARENT/GUARDIAN SIGNATURE

Request for career academy transfer must be turned in to the **MUSD OFFICE OF COLLEGE AND CAREER READINESS** at **1902 HOWARD ROAD** ON OR BEFORE **February 15<sup>TH</sup>, 2020**. **No late applications will be accepted.**

THE CURRENT PROOF OF RESIDENCY FORM MUST BE ATTACHED TO THE APPLICATION.

***NOTIFICATION OF APPROVAL OR DENIAL OF THE REQUEST WILL BE MADE  
NO LATER THAN April 1<sup>ST</sup>, 2020.***

Date Approved: \_\_\_\_\_

\_\_\_\_\_  
ADMINISTRATOR SIGNATURE