

# ***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 Website.

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. CASI acceptance is based on space available at the school as designated in **BP/AR 5116**.

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

# Request to attend the School of Engineering & Manufacturing at **MATILDA TORRES HIGH SCHOOL** for 2023-2024

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

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

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

Pathway of Interest: \_\_\_\_\_ Current Grade Level: \_\_\_\_\_

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) \_\_\_\_\_

Do you need transportation to get to Matilda Torres High School for the CASI Academy?

\_\_\_\_\_

\_\_\_\_\_  
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>, 2023**. **No late applications will be accepted. BP/AR 5116.** 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>, 2023.**

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

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