

School Year 2017-2018

Application for Admission

Class of 2021



The CECHS does not discriminate on the basis of race, color, national origin, sex, disability, or age in its programs and activities and provides equal access to the Boy Scouts and other designated youth groups.



1500 University Drive
Carlsbad, New Mexico 88220
575-234-9415
carlsbadnmschools.com

Mr. Eric Spencer, Principal

January 22, 2017

Dear Future Carlsbad Early College Students and Parents,

The 2017-18 school year will mark our 4th year of operation as the Carlsbad Early College High School. As such, we are very excited and eager to begin the recruitment process to admit our next group of freshmen students, **the Class of 2021**.

Our school is established on the core values of making the right **choices, working hard**, having **focus** and having **resiliency** to get through it all. With these core values in the forefront, our students have a tremendous opportunity to earn an Associate Degree or 2-years of college credit while earning a high school diploma. It is rare that students across the state and country have this opportunity.

Please carefully read over the application packet and pay close attention to the deadlines. All completed packets need to be submitted to your student's middle school counseling office at Carlsbad Intermediate School (CIS) no later than Friday, March 10, 2017, at 3:45 PM. Incomplete or late packets will not be accepted or considered.

This year we will be hosting a campus tour on Tuesday, January 31, 2017, at 6:30 PM for students and parents/guardians interested in learning more about the Early College High School. The tour will begin with a presentation in the NMSU-C gym, room 303.

The Early College High School is an all-inclusive school and serves a broad spectrum of students, and does not just cater to the highest performing students. I encourage you to speak with me or our counselor, Ms. Maaike Thomas, to find out if our school is right for you. If you have any questions regarding the application and/or acceptance process, please contact the Early College High School at 575-234-9415.

Sincerely,

A handwritten signature in black ink that reads 'Eric Spencer'.

Eric Spencer
Principal



Attending CECHS is a commitment to your future and your education!

APPLICATION PROCESS

Thank you for your interest in applying to attend the Carlsbad Early College High School. Below is a brief outline of the application process and timeline. Keep this page for future reference.

Please read the entire packet; all necessary information is included.

The application process consists of four phases:

PHASE ONE - RECRUITMENT: January 26, 2017 through March 10, 2017

Informational assemblies will be hosted at Carlsbad Intermediate School (CIS) and the Carlsbad Early College High School (CECHS). One-on-one parent and student conferences/visits will occur at both CIS and CECHS to provide an opportunity for students and parents to gather more information and be able to ask questions about their specific needs. The intent of the meetings and conferences are to ensure proper communication about the CECHS program and the application process. Applications will be available from the CIS or CECHS counselors beginning January 26, 2017.

IMPORTANT DATES:

Thursday, Jan. 26, 2017: Application window opens! Student/parent Information presentation @ CIS Auditorium - 9:30am.

Tuesday, Jan. 31, 2017: Parent Information Night/School Tour @ CECHS/NMSUC – 6:30pm (NMSU Gym).

Thursday, Feb. 2, 9, 16, and Mar. 2, 16: CECHS college & career advisor follow up visits (by appointment) 1-3pm. CIS Guidance Office (please sign up in advance for appointment time).

Friday, Mar. 10, 2017: Last day to submit applications. All applications due by 3:45pm.

March 27-31, 2017: Student/parent Interviews (tentative). Notification of date and time will be mailed to home address.

Monday, May 1, 2017: Letters of Acceptance mailed.

PHASE TWO - APPLICATION PROCESS: January 27, 2017 through March 10, 2017

All completed applications must be submitted to the students' middle school counselor's office at CIS no later than Friday, March 10, 2017 by 3:45 PM. Please note that all applications are date and time stamped and any applications received after Friday, March 10, 2017, at 3:45 PM, will be considered late and may not be eligible for review based on the number of applications received.

PHASE THREE - INTERVIEW/SCREENING PROCESS: The week of March 27, 2017

Students accepted into this phase will be selected for the interview/screening process. A committee will assist with interviewing and administering a questionnaire that measures a student's college readiness and academic preparedness. During this time, parents/guardians will complete a reflection form regarding their student's college readiness and academic preparedness. Parent(s)/guardian(s) and students will also be required to sign a letter of commitment to the expectations of the Early College High School as part of the preliminary acceptance. Students accepted to the program are required to attend the Summer Jump Start Program which is tentatively scheduled to occur on July 24-28, 2017.

PHASE FOUR - FINAL SELECTION PROCESS: April 3 through 28, 2017

The ECHS Admissions Committee will review each student's completed application packet including instruments administered during the interview/screening process and determine final acceptance or non-acceptance to the Carlsbad Early College High School for the 2017-2018 academic year. Final letters notifying parents and students of acceptance or non-acceptance will be mailed out Friday, May 1, 2017.

PARENT INFORMATION (Please print or complete electronically; must be completed by the parent/guardian)

1. Parent/Guardian #1
- | | | | |
|----------------------|--------------------------------------|-------------------|--------------------------|
| Name: _____ | Highest level of education attended: | Some High School | <input type="checkbox"/> |
| Address: _____ | | High School | <input type="checkbox"/> |
| Home Phone: _____ | | Some College | <input type="checkbox"/> |
| Cell Number: _____ | | Associate Degree | <input type="checkbox"/> |
| Email Address: _____ | | Bachelor Degree | <input type="checkbox"/> |
| | | Masters or Higher | <input type="checkbox"/> |
2. Parent/Guardian #2
- | | | | |
|----------------------|--------------------------------------|-------------------|--------------------------|
| Name: _____ | Highest level of education attended: | Some High School | <input type="checkbox"/> |
| Address: _____ | | High School | <input type="checkbox"/> |
| Home Phone: _____ | | Some College | <input type="checkbox"/> |
| Cell Number: _____ | | Associate Degree | <input type="checkbox"/> |
| Email Address: _____ | | Bachelor Degree | <input type="checkbox"/> |
| | | Masters or Higher | <input type="checkbox"/> |
3. With whom does the student primarily reside? _____
4. I am fully aware of, and fully support, my child's interest in attending Carlsbad Early College High School:
 Yes No
5. My child is currently attending _____ school.

GENERAL INFORMATION

The student population of CECHS reflects and values the diversity of its participating students. In order to meet the intent of the early college high school model, this process places an emphasis upon selecting applicants who are representative of the applicant pool, residents of the Carlsbad Municipal School District, and potentially meet one or more the following criteria:

- Students who are 1st generation college students
- Students who would benefit from accelerated academic instruction and environment
- Students who are at-risk for not completing high school or for not pursuing higher education
- Students who are underserved in higher education

In addition, the following are key attributes for successful CECHS students:

- Maturity, motivation and the ability to make responsible, independent and productive choices which contribute to success and growth both at the high school and college level.
- Desire to be intellectually challenged and experience rigorous college level and honors level high school courses (NMSU-C admission requirements).
- Ability to work cooperatively and be engaged in communication, leadership, critical thinking, problem solving, and making education a priority.
- Desire to effectively and appropriately use technology toward educational purposes and enrichment.



STUDENT QUESTIONNAIRE

Student Name: _____

Responses to this questionnaire are to be written by the student.

Attending the Early College High School is a commitment to your education and future. The selection committee would like to know more about you and your future goals. Please answer the following questions making sure to provide detail in your answers and writing legibly. The completed questionnaire must be submitted with your application, and is due no later than March 10, 2017, at 3:45PM

1. Explain your reasons for wanting to attend Carlsbad Early College High School.

2. Describe your future career goals and explain how the Early College can assist?

3. Describe in detail what your goal is after graduating Carlsbad Early College High School.

4. Carlsbad Early College requires each student to participate in honors and dual credit coursework in a college setting. Describe how you are prepared to handle this experience.

5. Describe the specific action steps will you take to earn and maintain good grades (3.0+ GPA) and graduate from Carlsbad Early College High School.

6. Describe the specific needs you have of the Carlsbad Early College high School Faculty to help you succeed in the college environment you are about to enter.



PARENT/GUARDIAN QUESTIONNAIRE

Student Name: _____

Responses to this questionnaire are to be written by the parent/guardian.

Attending the Early College High School not only takes a commitment on your son/daughter, but it takes a commitment from you as well. The selection committee would like to know more about your desire to enroll your child in the Carlsbad Early College High School. Please answer the following questions making sure to provide detail in your answers and writing legibly. The completed questionnaire must be submitted with your son/daughter's application, and is due no later than March 10, 2017, at 3:45PM.

- 1. Why do you feel that your son/daughter is ready for a high school program that incorporates college and high school courses in a college setting?**

- 2. Given your son/daughter's current standing in school, what support will he/she need to be successful in the Carlsbad Early College High School?**

3. Describe how you and/or your family will support your child to ensure his/her success at the Carlsbad Early College High School.

4. Why do you want your son/daughter to attend the Carlsbad Early College High School?

Parent Name (Please Print)

Parent Signature

Phone Number

Date



ATTENDANCE CONTRACT

The attendance contract may be submitted with the application or during the student/parent interview.

Student Name: _____
Last First Middle

Student ID #: _____

Home Phone: () _____ Parent/Guardian Cell Phone: () _____

Student Cell: () _____ Parent/Guardian Cell Phone: () _____

Student email address: _____

Parent/Guardian email address: _____

Attending CECHS is a commitment to your education and to your future. Our goal is for all CECHS students to graduate from high school with a diploma of excellence and two years of college credit that can be applied to an Associate's Degree and/or 4-year college degree plan of study. Each semester at CECHS you will earn grades that are to be transcribed on both your high school and college transcripts. Therefore, it is essential that you maintain excellent grades throughout your attendance at CECHS. In partnership with you and your parents/guardians, we will do everything possible to make sure that happens.

Please review the following CECHS academic requirements. *By signing below, you and your parents/guardians indicate that you understand and agree to meet these expectations.*

CECHS Academic and Attendance Requirements:

1. Students must maintain a minimum grade point average (GPA) of 2.5.
2. If a course is failed, a student must, in collaboration with the Principal and School Counselor, make arrangements to repeat the course, which may be at a cost to the parent/guardian.
3. If the student does not maintain a 2.5 GPA, he/she will be placed on academic probation and required to complete an Academic Improvement Plan. This plan will be reviewed after one academic semester to determine progress.
4. Students may not graduate early from CECHS and will complete the full 4 years (8 semesters) of course requirements with their original cohort.
5. Students must maintain compliance with the Carlsbad Municipal Schools and State of NM PED's Compulsory School Attendance Policy. Students not in compliance with the 90% attendance policy as outlined by the State of NM will be placed on an attendance contract. The attendance contract will be reviewed after one academic semester to determine improvement. Should improvement not be demonstrated, the student will no longer be eligible for placement at CECHS.

Student's Signature: _____ Date: _____

Parent/Guardian's Name (Print): _____

Parent/Guardian's Signature: _____ Date: _____