

SECTION: PROGRAMS

TITLE: Vocational Technical School:  
Admissions Policy

ADOPTED: 5/19/87

# Oxford Area School District

REVISED: 2/1/00; 5/25/04

## 7700. ADMISSIONS POLICY

- A. It shall be the policy of the Oxford Area School District that admission to the vocational technical schools operated by the intermediate unit shall be available to all students without regard to race, color, national origin, sex or handicap. All Oxford Area School District students who are otherwise qualified shall be permitted to attend.
- B. Oxford Area High School students who have completed the ninth grade shall be eligible for admission to the Vocational Technical school program. An exception to this policy may be made in those cases where a student's age, previous academic progress, or other compelling reason might support the admission to the vocational technical school prior to having completed the ninth grade. Such exceptions shall be approved by the Superintendent of schools.
- C. The Superintendent of Schools shall establish procedures to implement this policy and to ensure that Oxford Area School District students are offered every opportunity to participate in vocational technical school programs offered by the vocational technical school operated by the intermediate unit.

## ADMINISTRATIVE PROCEDURES

### ADMISSIONS POLICY

The following administrative procedures shall be followed to insure the implementation of the policy governing admission to the vocational technical schools operated by the intermediate unit.

- A. The guidance staff at both the High School and Penn's Grove School under the direction of their respective principals shall insure that students are made aware of the opportunities available at the vocational technical school and the process to be followed to seek admission.
- B. Awareness activities shall be ongoing and directed at all students to insure equal access. The nature of the awareness initiatives shall be at the discretion of the principal and guidance staff in consultation with the vocational technical school staff.
- C. Eligibility for admission to the vocational technical school shall be limited to those students who have reached the tenth grade in High School and have reached the age of fourteen (14) or more during the first year of enrollment in the vocational technical program.
- D. To be admitted students must complete all required application materials as provided by the vocational technical school and submitted through the High School guidance office.
- E. The number of students to be admitted each year will be determined by the vocational technical school and based on capacity. The High School principal shall be responsible for seeing that admissions to the vocational technical school are processed in a fair and equitable manner and that Oxford Area School District students are proportionally represented in vocational technical school programs.

5/25/04