

No. 7700  
SECTION: PROGRAMS  
TITLE: CAREER AND TECHNICAL SCHOOL  
ADMISSIONS

ADOPTED: 5/19/87  
READOPTED: 4/28/08;1/29/14;11/15/16  
REVISED: 2/1/00;5/25/04;6/19/12;  
11/19/19;1/21/20

## OXFORD AREA SCHOOL DISTRICT

- A. It shall be the policy of the Oxford Area School District that admission to the career and 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 career and technical school programs. 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 career and 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 career and technical school programs offered by the career and technical school operated by the Intermediate Unit.

OXFORD AREA SCHOOL DISTRICT  
7700. CAREER AND TECHNICAL SCHOOL ADMISSIONS

ADMINISTRATIVE PROCEDURES

CAREER AND TECHNICAL SCHOOL ADMISSIONS

According to the Technical Assistance manual revised by the Bureau of Career and Technical Education, PA Department of Education, In August 2010, the following pertains to student admissions to career and technical programs.

1. The School Code makes clear that all students must have access to vocational education by ensuring that students whose districts do not maintain vocational programs may still attend vocational schools (SC Sec. 5-502, SC Sec. 1847) and SC Sec. 1809). The School Code does not allow a participating district to impose greater restrictions on its students' access to vocational education than are imposed on students who reside in nonparticipating districts.
2. Although the AVTS/CTC admissions policy may delegate the selection of applicants to the participating districts, the districts may not apply criteria that limit the AVTS applicant pool unless "admissions must be limited" because of the quota applied to the district. In this situation, the admissions must be nondiscriminatory. (SBR 4.31 (g)).
3. Although financial considerations cannot determine the legality of a district's student selection policy, the School Code does not require a participating district to exceed its quota at the AVTS/CTC. Conversely, when the number of district students interested in applying to the AVTS/CTC is less than the district's quota, the district must allow all the students to apply. The AVTS then must apply its admissions policy and may deny admission to students who do not meet the agreed upon entrance requirements.

According to the Director of the Bureau of Career and Technical Education, "any student who has been denied access to a CTC by a school district can apply to the CTC's joint operating committee for admission". The CCIU Board of Directors serves as the joint operating committee in Chester County.

Appeal process for students denied access to CCIU Career and Technical Programs by their Home School District.

Purpose:

The Chester County Intermediate Unit shall establish guidelines for students to appeal a decision by the home district administration and Board of School Directors that denies the eligible student enrollment in a CCIU career and technical program.

Guidelines:

Authorized CCIU staff will inform parents/guardians to follow these procedures if the parent indicates that the district of residence has denied their eligible student access and enrollment in a career and technical education program:

1. Appeal the denial to the high school principal.
2. If unsuccessful, appeal the principal's decision to the superintendent.
3. If still unsuccessful, appeal the superintendent's decision to the District Board of School Directors.
4. If still unsuccessful, appeal in writing within thirty (30) calendar days of notification by the home district board to the CCIU Executive Director and CCIU Board of Directors.
5. The CCIU Board will review and consider the appeal at the next regularly scheduled CCIU Board meeting.
6. If still unsuccessful, an appeal must be filed in writing within thirty (30) days of the date that the CCIU Board mailed or delivered to the applicant its written denial of admission to the career and technical program.

References:

22 Pa Code § 339.21(4)  
Section 1809(a) of the Public School Code

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