**APPLICATION GUIDELINES**

It is the applicant’s responsibility to make sure that steps below have been completed.

* Completion of the Manufacturing Technology Academy Application
* Admission to Modesto Junior College (MJC)
* Completion of MJC Math, English and Reading Assessments, prior to program application deadline.
* Unofficial copy of transcripts and certifications for courses identified in the Manufacturing Technology Academy Application

OPTIONAL:

* Letter of Recommendation to the Program from a local employer committing to accept you as an intern or employment following your completion of the Manufacturing Academy Program.

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| Application may be mailed to: [Post Marked by 11/16/2016] | Or  | Submitted in person to: |
| c/o Manufacturing AcademyCTE & Workforce Dev. Division OfficeModesto Junior College (West Campus)435 College AvenueModesto, CA 95350 |  | CTE & Workforce Dev. Division OfficeSierra Hall Building, Rm. 255Modesto Junior College (West Campus)2201 Blue Gum AvenueModesto, CA 95358 |

**Application deadline is November 16, 2016 by 12pm.**

**ACCEPTANCE & SELECTION PROCESS:** In the event there are more qualified applicants than space available in the Program, a randomized selection process will be implemented.  If there is still space available, applicants who have required courses in progress at time of application will be considered for acceptance, on a space available basis, once the in-progress coursework has been completed with a grade of C or better.

**IMPORTANT DATES:**

* **REQUIRED OREINTATION FOR ACCEPTED STUDENTS:** December 14, 2016

10:00am – 12:00PM

* **SPRING SEMESTER:**

January 9 - April 28, 2017

* **SUMMER SEMESTER:**

May 8 – July 13, 2017

* **GRADUATION:**

July 14, 2017

**BACKGROUND CHECK & DRUG SCREENING:**Before student can be considered for opportunities in work-experience, internship or career placement at industry sites, student is required to show proof of recent:

* Completion of background checks via a Certificate of Verification
* Passing drug screening

**Application**

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| Applicant Information |
| Last Name Type Last Name | First Name Type First Name | M.I.      | Date9/19/2016 |
| Street Address      | Apartment/Unit #      |
| City       | State       | Zip Code       |
| Home Phone Number       | E-mail Address       |
| Cell Phone Number       | MJC W#       | Driver’s License #/Type      |
| Physical Ability: Are you able to sit, stand, bend, and lift 25 lbs. or more for repetitive or prolonged periods of time?  If No, please explain:       |  |

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| TRaining AND/OR College history  |
| Enrollment Status: If Previous Certificate or Degree Please List Award Title:       School:       Year:      Award Title:       School:       Year:       |
| **Manufacturing Related Classes Completed:**Course Name | Units/Year | School |  |
|       |       |       |  |
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| EMPLOYMENT HISTORY |
| Are you presently working?  Hours Per Week:       | Schedule:       |
| **PLEASE LIST YOUR WORK EXPERIENCE BELOW:** |
| EMPLOYER: |       | JOB TITLE: |       |
| DUTIES: |       | EMPLOYMENT PERDIOD: |       |
| EMPLOYER: |       | JOB TITLE: |       |
| DUTIES: |       | EMPLOYMENT PERIOD: |       |
| EMPLOYER: |       | JOB TITLE: |       |
| DUTIES: |       | EMPLOYMENT PERDIOD: |       |
| EMPLOYER: |       | JOB TITLE: |       |
| DUTIES: |       | EMPLOYMENT PERIOD: |       |