



Utica Community Schools Secondary Specialty Programs Application

Gene L. Klida Utica Academy for International Studies/International Baccalaureate (GLKUAIS)
Utica Center for Mathematics, Science and Technology (UCMST)
Utica Center for Science and Industry (UCSI)
Stevenson Center for Manufacturing, Automation, Design and Engineering (MADE)
Utica High School Academy for Health and Human Services (UHHS)

2024-2025

This application is designed specifically for current eighth graders seeking admission to the Secondary Specialty Programs in Utica Community Schools and is in compliance with Board of Education Policy 6275. A complete and timely submitted application is required to be considered for placement at one of the Secondary Specialty Programs. Acceptance will be based on the application and the following requirements:

Secondary Specialty Program Requirements

Gene L. Klida Utica Academy for International Studies (GLKUAIS):

1. A full year credit in Algebra I completed prior to the start of the ninth-grade school year.*
2. Entrance Test
 - Math**
 - Writing/Essay
 - Socratic Circle
3. Grade History (Transcript)****

Stevenson Center for Manufacturing, Automation, Design and Engineering (MADE):

1. A full year credit in Math 8 completed prior to the start of the ninth-grade school year.*
2. Student Writing Prompt***
3. Grade History (Transcript)****
4. Open to all students who meet the above criteria. If there are more applicants than seats, priority goes to students in the Stevenson feeder schools (Davis, Heritage, and Jeannette), second priority to other UCS junior highs (transportation through a hub system is available), remaining seats go to school of choice students (currently not attending UCS schools). A lottery system within priorities will be used if necessary.

Utica Center for Mathematics, Science and Technology (UCMST):

1. A full year credit in Algebra I completed prior to the start of the ninth-grade school year.*
2. Entrance Test
 - Math**
 - Science
3. Grade History (Transcript)****

Utica Center for Science and Industry (UCSI):

1. A full year credit in Math 8 completed prior to the start of the ninth-grade school year.*
2. Entrance Test
 - Writing/Essay
 - Creative Expression (Performance Task)
3. Grade History (Transcript)****

Utica High School Academy for Health and Human Services (UHHS):

1. A full year credit in Math 8 completed prior to the start of the ninth-grade school year.*
2. Student Writing Prompt***
3. Grade History (Transcript)****
4. Open to all students who meet the above criteria. If there are more applicants than seats, priority goes to students in the Utica feeder schools (Eppler, Jeannette, and Shelby), second priority to other UCS junior highs (transportation through a hub system is available), remaining seats go to school of choice students (currently not attending UCS schools). A lottery system within priorities will be used if necessary.

* Credit equals a C- (70%) or better for successful completion.

** The math exam is standard across the programs. Therefore, applicants will take the math exam (if required) on their testing date.

*** The student writing prompt can be found on page 7 of this application.

**** Final grades from the seventh and first semester of the eighth grade will be reviewed as part of this application. Student Services will attach grades to the application for UCS students. Non UCS student applicants must submit a copy of their grades along with their application.

Secondary Specialty Program Eligibility

Residents of the District and non-resident (Schools of Choice) students enrolled in eighth grade are eligible to apply for Secondary Specialty Programs. The District will not accept a new non-resident student beyond grade eight in Secondary Specialty Programs unless all qualified District and existing non-resident (Schools of Choice) applicants have been accepted and there are open seats. For specific definitions and processes see Board of Education Policy 6275

<https://www.uticak12.org/>

IMPORTANT: While the Stevenson Manufacturing, Automation and Design Engineering (MADE) and the Utica High School Academy for Health and Human Services (UHHS) programs are open to all UCS and non-UCS students, priority for MADE will be given to Stevenson feeder pattern students (Davis Jr. High, Heritage Jr. High or Jeannette Jr. High) and for the UHHS program to Utica High feeder pattern students (Eppler Jr. High, Jeannette Jr. High or Shelby Jr. High). Second priority will be given to the rest of UCS junior high school students. Any remaining seats will be offered to non-UCS students. Questions regarding eligibility should be referred to the Student Services office at 586-797-1120.

Application Process and Verification

You may save this application while working on it and resume it at a later time. The option to save the application is provided at the top and bottom of each page. To resume a previously saved application, use the links provided when the application is saved, or start a new application and select 'Resume a previously saved form' from the top of the new application.

Saving the application does NOT submit the application for consideration. You must review and then CONFIRM the completed application prior to the deadline of 4:00 p.m. Monday, January 29, 2024.

- Only **one** application per student will be accepted.
- All sections of the application are required and must be complete.
- Incomplete applications will not be considered for acceptance into a Secondary Specialty Program.
- Parents/Guardians should review the application and complete all parent/guardian components of the application, including the Parent Permission and Statements of Understanding.
- All applications must be signed by both student and parent/guardian. For online applications, a typed name serves as a digital signature.

IMPORTANT

- After completing the application, you must **review** and then **CONFIRM** your submission.
- After confirming your submission, a confirmation number will be displayed. **Be sure to print the confirmation page and make a record of the confirmation number.** You will receive an email with the confirmation number.
YOUR APPLICATION IS NOT VALID UNLESS YOU RECEIVE AND RETAIN THE CONFIRMATION NUMBER.
- If you believe that your application submission was complete, but you did not receive a confirmation number contact the Student Services Offices at 586-797-1120.
- Email messages regarding this application may originate from the email address of no-reply@formassembly.com
- Please be sure to add the following email address to your email contacts or email sender white-list so that messages are not delivered to your spam email folder: <mailto:no-reply@uticak12.org>

Non-Discrimination Statement

It is the policy of the Utica Community Schools that no person on the basis of race, color, religion, national origin or ancestry, age, sex, marital status or handicap shall be discriminated against, excluded from participation in, denied the benefits of or otherwise be subjected to discrimination by this educational agency. Any person suspecting a discriminatory practice should contact the Assistant Superintendent of Human Resources at Utica Community Schools, 11303 Greendale Sterling Heights, MI 48312 or call (586) 797-1130.

Application Deadline/Notifications

Applications must be received by the Student Services Office or post marked by 4:00 p.m. on Monday, January 29, 2024

Applications that arrive past the deadline or are incomplete will not be considered for acceptance into a Secondary Specialty Program.

Applications may be submitted online or in paper form. This application is available in printable form at Uticak12.org/SecondarySpecialtyPrograms. Printed applications are available in UCS junior high school counseling offices.

Completed paper applications are to be mailed to or brought to the following address. Please allow 2 to 3 days of mail time prior to the deadline.

Utica Community Schools
Student Services Office
11303 Greendale
Sterling Heights, MI 48312
ATTN: Secondary Specialty Programs

Online applications are time-stamped upon submission. Paper applications that are mailed or brought to Student Services Office will be time-stamped once received by the Student Services office.

Notification for placement into a program will occur no later than March 18, 2024

Commitment deadline is April 8, 2024, by 3:00 p.m.

If needed, future mailings will be provided to those on a program waiting list.

Student Shadowing or Additional Program Information

If you would like information on student shadowing or additional program information, please contact:

UAIS/IB: Dr. Jennifer Pye Gebbie at jennifer.gebbie@uticak12.org

UCMST: Peter Paulon at peter.paulon@uticak12.org

UCSI: Peter Paulon at peter.paulon@uticak12.org

MADE: Mark LaCombe at mark.lacombe@uticak12.org

UHHS: Jeremy Kranzo at jeremy.kranzo@uticak12.org

Student Information:

Please type or PRINT NEATLY and use blue or black ink only.

Student's Name: _____
Last Name First Name M.I.

Street Address: _____ City: _____ Zip: _____

Home #: _____ Student Mobile #: _____

Student email address: _____

Date of Birth: ____/____/____ Current Grade: _____ Sex: Male Female Prefer not to respond

Current school: _____ High school to attend: _____

Secondary Specialty Program Selection

Select the Secondary Specialty Program(s) you are applying to. **A second choice is not required – select 'None' if no second choice is desired.**

Consider your choice(s) carefully before submitting your application. Your first and/or second choice selections cannot be changed once your application is submitted.

Student is applying to:

Choice:

- Gene L. Klida Utica Academy for International Studies (GLKUAIS)
- Stevenson Center for Manufacturing, Automation, Design and Engineering (MADE)
- Utica Center for Mathematics, Science and Technology (UCMST)
- Utica Center for Science and Industry (UCSI)
- Utica High School Academy for Health and Human Services (UHHS)

Parent/Legal Guardian 1 Information:

First and Last Name: _____

Street Address: _____ City/State: _____ / _____ Zip: _____

Email address: _____

Mobile #: _____ Home/Work/Alt. #: _____

Parent/Legal Guardian 2 Information:

First and Last Name: _____

Street Address: _____ City/State: _____ / _____ Zip: _____

Email address: _____

Mobile #: _____ Home/Work/Alt. #: _____

Student lives with: Parent/Legal Guardian 1 Parent/Legal Guardian 2 Both

Email address to use for Application Communication. **Enter ONE email address only**

Test Session Selection

Upon review of the application, students that meet the program requirements for the selected choice(s) of program will have an opportunity for required testing as part of the acceptance and selection process. Each program has a separate test and should be considered when scheduling.

Test sessions must be selected in advance. If a test session has reached capacity, the student will be contacted with an alternate testing date or time. You will receive a confirmation at the primary email address you provided with the testing date, time, location, length of testing and required materials.

Select a testing session for the first choice and for the second choice program (if applicable) selected by the student.

IMPORTANT: Review your selections carefully. Programs may have the same testing window date and time. Do not choose the same testing window for multiple programs.

Note: Programs are listed in alphabetical order and not by Secondary Specialty Program preference.

Stevenson Center for Manufacturing Automation and Design Engineering (MADE)

There is no testing requirement for the Stevenson MADE program.

Utica High School Academy for Health and Human Services (UHHS)

There is no testing requirement for the Utica High School HHS program.

Gene L. Klida Utica Academy for International Studies (GLKUAIS)

Testing location: GLKUAIS at Heritage Junior High 37400 Dodge Park Rd., Sterling Heights 48312

GLKUAIS Test Selection

- | | |
|--|---|
| <input type="checkbox"/> Saturday, February 10, 2024, at 8:00 a.m. | <input type="checkbox"/> Saturday, February 10, 2024, at 12:30 p.m. |
| <input type="checkbox"/> Saturday, March 2, 2024, at 8:00 a.m. | <input type="checkbox"/> Saturday, March 2, 2024, at 12:30 p.m. |

GLKUAIS – Math Test

- Math test to be included (bring a scientific or graphing calculator)

The test session you have selected is FULL. Please select a different test session.

I understand that I will not be placed into a test session marked at FULL and that I must select a different test session.

Utica Center for Mathematics, Science and Technology (UCMST)

Testing location: Instructional Resource Center, 14201 Canal Rd., Sterling Heights, 48313

UCMST Test Selection

- | | |
|--|---|
| <input type="checkbox"/> Saturday, February 10, 2024, at 8:00 a.m. | <input type="checkbox"/> Saturday, March 2, 2024, at 12:30 p.m. |
|--|---|

UCMST – Math Test

- Math test to be included (bring a scientific or graphing calculator)

Utica Center for Science and Industry (UCSI)

Testing location: Instructional Resource Center, 14201 Canal Rd., Sterling Heights, 48313

UCSI Test Selection

- | | |
|---|--|
| <input type="checkbox"/> Saturday, February 10, 2024, at 12:30 p.m. | <input type="checkbox"/> Saturday, March 2, 2024, at 8:00 a.m. |
|---|--|

Individualized Education Plan (IEP)/504

Parents of students currently receiving special education services or accommodations under section 504 of the Individuals with Disabilities Education Act (IDEA) must include a copy of the applicant's plan so that accommodations can be provided at the time of testing.

If your student currently has testing accommodations as part of a documented educational plan, check the appropriate box and provide a copy of the current plan and provide a description of the accommodations needed at the time of testing.

Testing Accommodations

- No testing accommodations exist as part of a documented educational plan
- Individualized Educational Plan
- Section 504 Accommodation

Student Writing Prompt

The student applicant should complete the writing prompt by responding to the statement below. Your response is limited to 250 words. The student response should include attributes, abilities and goals that make their program selection an important part of their educational journey and support their aspirations and college and career goals. (Proper grammar is expected.)

I am interested in participating in my first choice program selection because ...

Statements of Understanding

Parent/Guardian must complete the Statements of Understanding below for **each** Secondary Specialty Program that is a first or second choice of the student applicant. Parents should read, understand and then agree to the terms below by **checking each applicable box for the first choice and second choice program** of the student applicant.

Note: Programs are listed in alphabetical order and not by Secondary Specialty Program preference.

Gene L. Klida Utica Academy for International Studies (GLKUAIS) Parent Understanding and Commitment

Students must commit to all four years of the program. Students must maintain good academic and personal standing at GLKUAIS. An intervention plan for academic success will be initiated by GLKUAIS program staff before student placement changes occur. Academic and personal standing is determined by the District Code of Conduct/Student Handbook.

I Agree (parent/guardian)

All GLKUAIS students must commit to completion of the full IB Diploma Programme including Diploma Programme assessments, Creativity, Activity and Service (CAS) and Extended Essay.

I Agree (parent/guardian)

Stevenson Center for Manufacturing Automation & Design Engineering (MADE) Parent Understanding and Commitment

Students must commit to all four years of the program. Students must maintain good academic and personal standing at MADE. An intervention plan for academic success will be initiated by MADE program staff before student placement changes occur. Academic and personal standing is determined by the District Code of Conduct/Student Handbook.

I Agree (parent/guardian)

Utica Center for Mathematics, Science and Technology (UCMST) Parent Understanding and Commitment

Students must commit to all four years of the program. Students must maintain good academic and personal standing at UCMST. An intervention plan for academic success will be initiated by UCMST program staff before student placement changes occur. Academic and personal standing is determined by the District Code of Conduct/Student Handbook.

I Agree (parent/guardian)

Utica Center for Science and Industry (UCSI) Parent Understanding and Commitment

Students must commit to all four years of the program. Students must maintain good academic and personal standing at UCSI. An intervention plan for academic success will be initiated by UCSI program staff before student placement changes occur. Academic and personal standing is determined by the District Code of Conduct/Student Handbook.

I Agree (parent/guardian)

Students at UCSI will select an elective pathway (declared in tenth grade) in Engineering Technology, Mechatronics or Multimedia Production.

I Agree (parent/guardian)

Utica High School Academy for Health and Human Services (UHHS) Parent Understanding and Commitment

Students must commit to all four years of the program. Students must maintain good academic and personal standing at UHS. An intervention plan for academic success will be initiated by UHS program staff before student placement changes occur. Academic and personal standing is determined by the District Code of Conduct/Student Handbook.

I Agree (parent/guardian)

Grade History Upload

Applicants with 7th or 8th grade records from schools outside of Utica Community Schools must upload their grade history report as part of this application.

Grade history for 7th and 8th grades

- The applicant attended Utica Community Schools for 7th and 8th grade – no upload is required.
- The applicant has grade reports from outside of Utica Community Schools for 7th or 8th grade. Grade reports will be uploaded.

Parent/Guardian Permission and Parent/Student Commitment Signatures

I, the parent/guardian of the student applicant, certify that the information provided in this application is true and accurate. I understand that application information, materials and test results will be evaluated by a District Review Committee and that applications, test results, and any additional information considered for eligibility will not be returned to parent(s)/guardian or students.

By submitting this application, I give permission to district officials to access my student applicant's academic records, including attendance and discipline records. I understand that providing false, misleading or incomplete information in this application will result in my student being ineligible for program acceptance and/or continued enrollment (this includes Individualized Education Plan (IEP) or 504 Plan) if discovered after an offer of acceptance.

Checking the box below indicates that I have read and understand the above statement.

- I Agree (parent/guardian)

We have read and completed the application and understand that our signatures constitute our acceptance of the requirements and expectations of the Utica Community Schools Secondary Specialty Programs.

Student Signature (Typed name serves as a digital signature)

Date

Parent/Guardian Signature (Typed name serves as a digital signature)

Date

IMPORTANT: After completing this application and selecting the 'Review My Application' button below, a review page of you application will be displayed. Carefully review all of your information for accuracy and completeness. Be sure that the selections for your first and second choice programs are correct. You may make any corrections that are necessary by selecting the 'Make a corrections' link at the bottom of the review page. Incomplete applications will not be considered. Your application cannot be changed once it is submitted.

After your review is complete you must **CONFIRM** your applications using 'CONFIRM' bottom at the bottom of the review page. After confirming your submission, a confirmation number will be displayed. **Be sure to print the confirmation page and make a record of the confirmation number.**

You will also receive an email with this confirmation number. **If you do not receive a confirmation email in your inbox, check you SPAM or JUNK email folder.**

Your application is not valid unless you receive and retain the confirmation number.

If you believe that your application submission was complete, but you did not receive a confirmation number contact the Student Services Office at 586-797-1120.

Please be sure to add the following email address to your email contacts or email sender white-list so that messages are not delivered to your spam email folder: <mailto:no-reply@uticak12.org>

Confirmation Number Acknowledgement

- I understand that I must receive and retain a confirmation number for this application to be valid

Date/Time: