



# School Board of Brevard County Open Enrollment for Career & Technical Education Educational Program Opportunity Question and Answer Document SY 2019-2020

## 1. What is CTE-EPO?

Brevard Public Schools offers *Open Enrollment for Career and Technical Education (CTE)* as an *Educational Program Opportunity (EPO)*. The CTE-EPO provides for students to participate in a specific CTE program or Career Academy, not offered at their zoned school, and to enroll in the course(s) at another high school in Brevard County without having to permanently leave their zoned high school. CTE-EPO has been created to give students more options.

Brevard Public School students in grades 9-12 may enroll in a CTE program or Career Academy at another high school when the same course(s) is not available at their zoned high school. If the CTE program or Career Academy is already offered at the student's zoned high school, he/she may not leave to attend the same CTE program at another school.

These specialized instructional opportunities are directed at student interest and the possibilities are endless. In addition, several postsecondary programs are available at Eastern Florida State College through the vocational dual enrollment option.

## 2. How do I find out about CTE programs and Career Academies that are available and when do I apply for Career and Technical courses? Where can applications be found? How does a student apply?

A list of the various CTE courses/programs and the application can be obtained at any Brevard Public High School guidance department or from the Office of Career and Technical Education at 321-633-1000 ext. 380, or on the Brevard School District web site at: [www.ctebrevard.com](http://www.ctebrevard.com)

A student may submit an online application for the CTE-EPO program(s) or Career Academy each year during the EPO application process and timeline. Applications for the 2019-2020 school year will be accepted beginning January 8, 2019 until February 8, 2019. All applications received by this date will be treated equally. Each CTE-EPO program or Career Academy has an enrollment cap as determined by the high school principal. The application requires a \$30 nonrefundable application processing fee. Payment is to be completed online. Please refer to the Division of Equity, Innovation and Choice website for EPO application and payment information: [www.EIC.BrevardSchools.org](http://www.EIC.BrevardSchools.org).

Students wanting to apply to a Career Academy might also be asked to complete an additional Career Academy application form, essays, recommendations, etc. Check school websites for additional information regarding application to Career Academies.

### **3. How does the CTE-EPO work?**

CTE-EPO is handled one of two ways:

#### Part-time

The first option allows a CTE student to attend two schools each day. The student continues to attend his/her zoned high school for the main academic classes. Then, for part of the day the student would leave the zoned school to go to the host school to attend the specific CTE course/program, provided that the CTE course/program is not already offered at his/her zoned school. The CTE student remains a student of the zoned school and graduates with that school's graduating class. Students can take a mix of CTE and academic courses at the host school, if necessary for scheduling purposes.

#### Full-time

The second option allows a student to transfer permanently to the high school where the CTE course/program is offered, provided the CTE program is not already offered at the zoned high school. Under this scenario, the student would actually become a permanent student at the new host high school and graduate with that school's graduating class. Students who elect to participate in a CTE Career Academy must participate as full-time students.

### **4. Are applicants who qualify admitted on a first come, first served basis?**

A lottery (random selection process) is done for all new applications. The lottery does not apply to International Programs.

Completion of an application does NOT guarantee admittance into the requested school as determinations are based on class size capacity and Program criteria, if applicable.

### **5. May a student apply for the same course at more than one school?**

Parents may submit more than one application to varying Open Enrollment opportunities. However, if the CTE or Career Academy is already offered at the student's zoned high school, he/she may not leave to attend the same CTE or Career Academy at another school.

Please see Terms and Conditions on the Equity, Innovation and Choice website located at:  
[www.EIC.BrevardSchools.org](http://www.EIC.BrevardSchools.org)

### **6. Is there a required GPA for enrolling?**

No, there is not a GPA requirement, with the exception of dual enrollment courses. Some CTE courses are available and offered to students as dual enrollment courses and therefore require either a 3.0 GPA or a 2.5 GPA. (GPA = State unweighted cumulative GPA) Students are advised to check with their high school guidance counselor regarding dual enrollment requirements.

**7. May a student apply after February 8, 2019?**

Yes. Applications received after February 8, 2019, will be assigned a number and added to a wait list for the appropriate CTE program or Career Academy. After the applicant pool that committed by March 1, 2019, has been reviewed, approved and placed in the requested course(s), any additional applications will be reviewed for consideration.

Placements for late applications are to be resolved *two weeks prior* to the first student day of the 2019-2020 school year.

**8. What happens if I move out of my school district during the summer? May I return to the CTE program or career academy that I was previously enrolled in?**

Once you move out of your school's zone of attendance, you should notify your school as soon as possible. You will need to complete a CTE-EPO application so that you may return to the CTE program or Career Academy you were previously enrolled in. This situation is treated the same as a late CTE-EPO application and must be resolved at least two weeks prior to the start of the school year.

**9. When will students be notified of admission to the CTE-Open Enrollment program?**

CTE-Open Enrollment host high schools will offer a seat or notify of waitlist status into a CTE-Open Enrollment program or career academy via the Family Dashboard during the week of February 14 - 21, 2019.

**10. If a student applied last year, do they need to apply again?**

Yes. Students must apply each year to their CTE-EPO program or Career Academy. Students returning and continuing in the same program may be admitted for the next level and/or sequence of the program upon completing the online application form, paying the \$30.00 processing fee and meeting any additional program/course requirements. Please refer to the Equity, Innovation and Choice website. [www.EIC.BrevardSchools.org](http://www.EIC.BrevardSchools.org)

**11. Are any students given priority?**

CTE-EPO students returning and continuing in the same CTE program or career academy will be admitted for the next level and/or sequence of the program or career academy, upon completing the online application form.

Siblings applying to attend a CTE-EPO program or Career Academy will receive priority for admission when a brother or sister, residing at the same address, is already attending the host high school and will be attending again during the next school year.

**12. Can students attend a CTE-EPO Career Academy as a part-time student?**

No. Career Academies require enrollment in multiple class periods throughout the school day. Therefore, students may only participate in a CTE-EPO Career Academy as a full-time student. To maintain their status as a CTE-EPO student in a Career Academy, the student must maintain enrollment in all the academy's cohort classes each year.

**13. Once a student starts a course within a CTE-EPO program, can he/she withdraw from the course?**

Once a student enrolls in a CTE-EPO or Career Academy, it is considered final for the remainder of the school year. To maintain status as a CTE-EPO student in a Career Academy, the student must maintain enrollment in all the academy's cohort classes each year. However, a parent can submit a request to exit a CTE-EPO program or Career Academy to the principal of the high school. Removal of the student from the program/course will most likely occur at the semester break. A student must return to his/her zoned school of attendance at the end of the semester.

**14. If a student is going to be a senior, is it too late to enroll in the CTE-EPO program?**

It is not too late for seniors to take advantage of their options by enrolling in CTE courses provided the student meets all requirements and application dates and will also be able to fulfill all their required academic courses. While a student enrolling in this program in his/her last year of high school may not have enough time to complete the sequential program, it can provide the student with an opportunity to explore a career field prior to graduation.

**15. Who can I contact if I have additional questions about CTE-EPO?**

Each school has a designated CTE-EPO contact person who will be happy to answer any additional questions or contact the Brevard Public Schools Office of Career & Technical Education at 321-633-1000, extension 380. Application questions can be directed to the Division of Equity, Innovation and Choice (321) 633-1000 ext. 395 or [www.EIC.BrevardSchools.org](http://www.EIC.BrevardSchools.org)