

Ralph R. Willis Career / Technical Center

PO Box 1747, Logan, WV 25601

(304)752-4687 rrwctc.com

Application

Personal Information

Please print clearly and press hard

Name _____
Last First Middle Maiden

Mailing address: _____
Number and Street

City or Town County State Zip Code

Telephone: _____ E-mail address: _____ Driver's License # _____

Social Security Number _____ - _____ - _____ Date of Birth: _____ Male Female

For Reporting Purposes Only: (Optional)

Ethnic background Asian/Pacific Islander African American White
 American Indian/Alaska Native Hispanic Other

West Virginia resident: Yes No If yes, since birth OR since following date: _____

U.S. Citizen: Yes No Permanent Resident Resident Alien

If no, what country? _____ Visa Type _____ Birthplace _____

Educational Information

Course you wish to attend: _____
Full-time Part-time Transfer

Are you applying under the West Virginia Board of Regency Program? Yes _____ No _____

High School Attended: _____
School Address

Highest grade completed: (circle one) 9 10 11 12

Check one: Graduated _____ Will graduate _____ GED _____ mo _____ day _____ year

A copy of your high school transcript or GED test scores must be submitted before the first day of class to:

Ralph R. Willis Career and Technical Center

Attn: David Adkins

PO Box 1747, Logan, WV 25601

Did you attend a career/technical center? Yes No Center Attended: _____
Address: _____

Did you receive financial aid? Yes No Type of aid _____

College, Universities or Institutes attended:

Institution _____ Degree/credit earned _____ yrs. attended _____

Institution _____ Degree/credit earned _____ yrs. attended _____

A copy of your postsecondary transcript must be submitted before the first day of class to

Ralph R. Willis Career and Technical Center

Attn: David Adkins

PO Box 1747, Logan, WV 25601

Have you attended Ralph R. Willis Career and Technical in the past? Yes No When? _____

Employment Information Work history: *Current or most recent job held*

Job Title _____ Employer _____

Employer address _____

Telephone Number _____ Dates: From ___/___/___ to ___/___/___

Financial Aid – Practical Nursing Applicants ONLY

How do you plan to finance your education? *You must make application and receive conformation of funding before the first day of class or payment of course is necessary.*

___ PELL Grant ___ Bureau of Rehabilitation
___ Veteran's Benefits ___ WIA
___ Self Pay ___ TIA
___ Employer ___ Other _____

Educational Objective What is your educational goal for attending Ralph R. Willis Career/Technical Center

___ Complete a Certificate ___ Some Courses/New Job-related Skills
___ Complete a License ___ Some Courses/Personal Growth & Interest
___ Complete a Certificate, then transfer to another institution ___ Upgrade Job Skills

MAJORS, TYPES OF Certifications AND PREREQUISITES

All programs require a high school diploma or GED to be certified at end of course. See below for program prerequisites. Refer to the center catalog for additional requirements. Please contact the Admission Office to discuss alternatives if you do not meet admission prerequisites.

Course Offerings	Please note which course you wish to attend below
HVAC Technician	
Automotive Technology-ASE Certification	
Collision Repair Technology	
Electrical Technician	
Carpentry	
Industrial Equipment Maintenance	
Practical Nursing	
Machine Tool Technology	
Culinary Arts	
Welding	

**** All applicants will be required to submit to a background check. You will be notified of this process once accepted into our school.**

Student Certification

My signature below verifies that the information on this application is accurate to the best of my knowledge. I understand that in order to receive Federal, State or Local funding that I must maintain satisfactory progress with my grades and attendance. I also understand that if I withdraw from school and funds cannot be obtained that I am responsible to pay all fees, tuition, etc.. under the tuition policy. If student enrolling is under 18, parents resume responsibility.

Student Release Agreement

In order to ensure compliance with statutory provisions regarding coordination of financial aid, I hereby authorize the release of all financial information related to my eligibility, application and awards. If WIA is used to pay tuition/fees because PELL is not yet approved or not sufficient and if additional PELL funds become available, the PELL funds will be used to fully reimburse WIA for the amount paid by WIA for tuition/fees.

Applicant's Signature Date

Parent/Guardian Signature (if applicant is a minor) Date

NON-DISCRIMINATION POLICY

Ralph R. Willis Career and Technical Center is an Equal Opportunity/Affirmative Action Institution. Ralph R. Willis Career and Technical Center does not discriminate on the basis of race, sex, age, disability, marital status, veteran status, religion, sexual orientation, color, national origin, or limited English proficiency in its' programs or activities. It complies with the requirements of Title IX of the Education Amendments of 1972, Title VI of the Civil Rights Act of 1964, and Section 504 of the Rehabilitation Act of 1973.

Inquiries Title IX may be made to Elizabeth Thompson: Personnel Director at 506 Holly Ave., P.O. Box 477, Logan, WV 25601, (304) 792-2058, email: ethompso@k12.wv.us.

Inquiries regarding Section 504 may be made to Jill Barker Special Education Director at 506 Holly Avenue, P.O. Box 477, Logan, WV 25601, Dehue office (304) 752-1341, Central office (304) 792-2056, email: jillbarker@k12.wv.us.