



## TCTC Agreement Contract

LaBrae High School has adopted a policy for all current LaBrae students enrolled at TCTC or applying for TCTC that is effective immediately and may impact their application or enrollment status.

TCTC has strict requirements for attendance and program certification. The Ohio Department of Career and Technical Education state certificate is obtained only when the student completes 90% of the two year program attendance (no more than 36 TOTAL day's absence). If a student is absent more than 36 days for any reason for the combined two years, they will not receive state certification.

**Students may not be eligible to apply for TCTC, be accepted into a TCTC program, or return to TCTC if they are deficient in the following areas:**

- **Attendance:** 45 total absences from freshman/sophomore year. Students not meeting the criteria may not be eligible to apply or enroll.
- **Credits:** Sophomore LHS students may be accepted into TCTC with as many as two credit deficiencies. Students with deficiencies have several opportunities for credit recovery (summer school, VLC, etc.). Students may be withdrawn from TCTC and enrolled at LHS if they are credit deficient entering their senior year. All credits must be recovered and shared with LHS administration by August 10.
- **€ Returning to LaBrae High School policy:** Students who are accepted and enrolled at TCTC and want to return to LaBrae for their Junior or Senior year must do the following:
  - 1.) Meet with their LaBrae Guidance Counselor to discuss options.
  - 2.) Submit a written notification signed by both the student and parent to their LaBrae Guidance Counselor.

**BOTH THE MEETING AND NOTIFICATION LETTER MUST BE COMPLETED AND RECEIVED BY THE SECOND FRIDAY OF THAT SCHOOL YEAR.**

- **€ Communication/Responsibilities:** I understand that while I am a TCTC student, it is my responsibility to listen to daily announcements, read the LaBrae Bulletin Board, read and respond to daily emails from LaBrae Guidance Department and attend **ALL** meetings required of LaBrae students.
- I also understand that it is my responsibility to contact the individual advisor with questions or concerns involving prom, homecoming, Junior/Senior class information...

**Home School Counselor:** \_\_\_\_\_ **Date:** \_\_\_\_\_

**Student Signature:** \_\_\_\_\_ **Date:** \_\_\_\_\_

**Parent Signature:** \_\_\_\_\_ **Date:** \_\_\_\_\_

**\*\*Failure to return this form by \_\_\_\_\_ will effect your TCTC enrollment!**