

APPLIED TECHNOLOGY HIGH SCHOOL

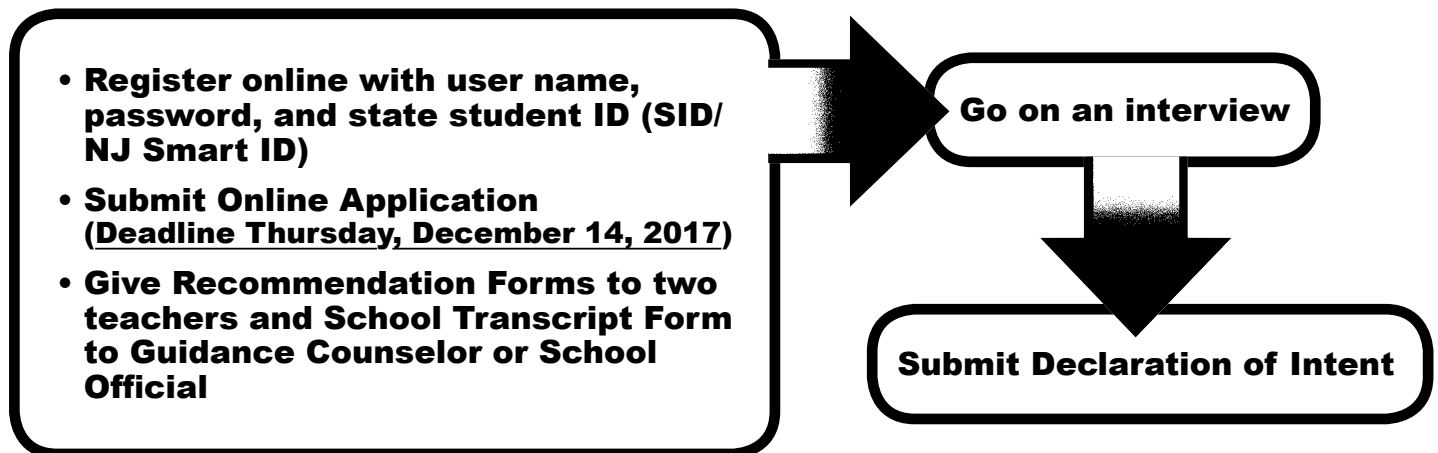


A Bergen County Technical Schools/
Bergen Community College
Career & Technical Education
High School Program

**2017-2018 ADMISSIONS
GUIDE TO APPLYING**

READY TO APPLY?

Go to
athsadmissions.bergen.org



Above is the Admissions process chart

Once all applications are reviewed, interviews will be scheduled. Applicants will be notified of their status by mail, end of February. Information pertaining to a student's admission status is never released over the phone or by e-mail.

What Determines Admission?

In order for you to apply to Applied Technology High School,

- You must be in the 8th grade by September 2017
- You must be a resident of Bergen County when you complete your online application
- You will begin your 9th grade year in September of 2018; we do not accept transfer students or upperclassmen

THE APPLICATION

To begin our application process, you must first register online with a user name, password, and state student ID (SID/NJ Smart ID). This will allow you to start your online application. Go to athsadmissions.bergen.org

Login
User Name: <input type="text"/>
Password: <input type="password"/>
<input type="checkbox"/> Remember me next time.
<input type="button" value="Log In"/>
<hr/>
Register
If you have not previously registered, click <input type="button" value="Register"/>
<hr/>

Your **user name** and **password** will allow you to gain access to the application website. **You must provide an e-mail address that you check daily.** During the admissions process, you will be contacted through this e-mail if we should have any information or questions for you.

Once you register, you may login with your user name and password, which you previously set up.

Our online application has 8 steps. All sections must be completed by the deadline of **Thursday, December 14, 2017** in order for the application to be valid.

After you register, click on "Apply Now" to begin the process.

Application for Applied Technology High School

This online checklist covers the steps involved in completing your application. After each step is completed, the “X” will change to a check mark. You may make changes by clicking the “Edit” box.

Applied Technology High School Application Process

Step	Process Description	Status	Edit
1	Enter Personal Information		<input type="button" value="Edit"/>
2	Select Campus		<input type="button" value="Edit"/>
3	Enter Essay/Accomplishments		<input type="button" value="Edit"/>
4	Enter Reference Names		<input type="button" value="Edit"/>
5	Preview Your Application		<input type="button" value="Preview"/>
6	Submit		<input type="button" value="Submit"/>
7	Open For Edit		<input type="button" value="Open For Edit"/>
8	Print School Forms		<input type="button" value="Print Forms"/>

Step completed Step to be done

Step 1 - Start application: Enter all personal information.

Step 2 - Select Campus: Select Full Time Program and choose Engineering Technology or Health Professions.

Step 3 - Essay/Accomplishments: You must write a brief essay (400 words or less) explaining why you are interested in this technical program. Tell us why you think you will enjoy a high school program located on a college campus. Click SAVE after you finished writing.

If you have any extracurricular activities, and /or have received any accolades and would like to share this with the Committee, please do so in 100 words or less in the second box. Do NOT send us any certificates unless we contact you.

Step 4 - Enter Recommendation: Names: List names of 7th and 8th grade English and Math teachers who will be writing your recommendations.

Step 5 - Preview your application: Look over your application and make sure that all questions are answered to your satisfaction.

Step 6 - Submit: When you have completed your application, click Submit to receive your six-digit validation number. An email will be sent automatically within a few minutes from our site to the email address you have provided. Make sure you receive this email; check your spam / junk mail. We strongly suggest you print and retain a copy of your validation email.

Step 7 - Open for Edit: You may edit your application after you have submitted and received your validation number until the deadline (December 14, 2017). This can be done by clicking **Open for Edit**. **Even if you do not revise your application, you must click Submit (Step 6) again once you have opened for edit in order for your six-digit validation number to remain valid.**

Step 8 - Print School Forms: Print your school forms and hand them in to your counselor and teachers **AS SOON AS POSSIBLE**.

Students interested in applying to Applied Technology High School, Paramus must submit one application to the Bergen County Technical Schools District. Only one application to the Bergen County Technical Schools District will be

considered by the Admissions Committee.

If you attend a private school or you attend a school outside New Jersey, and do not have a SID NJ SMART ID #, please enter ten #1s.

**Example:
1111111111**

Frequently Asked Questions on Admission to Applied Technology High School

For more information, contact athsadmissions.bergen.org

Do you accept students with learning disabilities?

Yes. Each student is evaluated individually. Students with disabilities are provided academic support and speech, language, and counseling services in accordance with their Individualized Education Plans (IEPs) or Section 504 Plans. All students are required to pass the High School Proficiency Assessment (HSPA) as a condition of graduation.

My son is home schooled. How will you evaluate him?

Home schooled students receive the same consideration as other students. They must provide standardized test scores for each of the middle school years, recommendation forms from instructors who are not family members, and come for an interview.

We do not live in Bergen County. Can my daughter apply?

No. The primary residence of the child must be in Bergen County; additionally, the applicant must be enrolled in the school district of the primary residence. An applicant attending a private school not in Bergen County will be asked to provide proof of residency prior to the interview.

How will I know if my daughter’s school has sent all documentation including the school transcript, report cards, teacher recommendations and standardized test scores?

It is the student’s responsibility to complete the online application and hand in forms including the School Transcript, two Teacher Recommendations to the appropriate parties at their school. There is no need to contact us to inquire if the student’s folder is complete. If any documents are missing, we will contact the school directly using the information that the student has provided online. We advise students to hand in school forms as soon as possible, so that there is enough time for their school to process and mail all documents to us.

Can my daughter apply again next year?

No. Due to the structure of our curriculum, students can only apply once.

STATE STUDENT ID (SID / NJ SMART ID):

Each student attending a school in New Jersey is assigned a unique student identifier in NJ SMART to track that student’s history within New Jersey longitudinally. This 10-digit number is printed on standardized tests and some report cards. Students may obtain this number from their school administrators/ counselors as well.

For more information about the SID, please go to <http://www.state.nj.us/education/njsmart/sid/>



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