



Twin Harbors Branch
Skills Center

**Automotive Technology
Application/Registration Cover Page
Fall 2024**

1. Complete application including: **DUE: May 10, 2024**
 - a. Resume including 2 references
 - b. One letter of recommendation
 - c. Transcript
 - d. Attendance/Discipline information
 - e. One paragraph essay (see application for essay information)

2. Candidates selected for interviews will be contacted by **email** with dates and times of the interview. Interviews will take place at Aberdeen High School, Automotive Shop, 410 N G St., Aberdeen

3. Students will be notified by email if they are selected for the program.

4. Students selected to the Automotive Technology program will need to complete our district registration forms. Registration forms are available on the THSC website <http://twinharbors.asd5.org>, available in the Twin Harbor Skills Center office and your school's counseling center. The registration forms are due no later than **May 31, 2024**.

If you need any assistance, please call the Twin Harbor Skills Center at 360-538-2039 or email Kim Edwards at kedwards@asd5.org.



Twin Harbors Branch
Skills Center

Automotive Technology Application

NOTE: this program is operated as a real-world Automotive shop. Students will be clocking in/out and keeping detailed daily journals. The student will be responsible for working in a live shop with customer vehicles. Students will create work orders, diagnose vehicles, create quotes, contact customers and repair vehicle at customer request.

1. Completion of Application and Resume, including the following:
 - a. Completed Application – due **May 10, 2024**
 - b. Resume including 2 references
 - c. Transcript
 - d. One letter of recommendation (different than references on Resume)
 - e. One paragraph essay explaining goals, reason for interest in program and plans for further education after high school.
2. Selection of Candidates for Interview Process will be done by Instructor and Administrator.
3. Candidates selected for Interviews will be contacted by email with dates and times of the interview.
4. Candidates selected for program will be contacted by email and the list will be posted at Auto Shop by May 31, 2024.

NOTE: there will be a waiting list of all qualified students to fill spots if there are any openings during school year. These students also may be considered first in the following years' program.

Twin Harbors Branch Skills Center
Automotive Technology
NATEF Certified Program
Instructor: Travis Wheeler
twheeler@asd5.org

ASE STUDENT CAREER DEVELOPMENT APPLICATION FORM

PERSONAL INFORMATION				
First Name	Last Name	Date of Birth		
Address				
City		State	Zip	
Home Phone	Email			
High School				
Parent/Guardian	Parent/Guardian Phone			
Emergency Contact	Emergency Contact Phone			
WORK EXPERIENCE				
Employer	Position			
Supervisors Name	Phone Number			
Employer	Position			
Supervisors Name	Phone Number			
What other types of work have you done?				
Do you belong to any clubs or organizations?				
Is Automotive a Career Path for you?				
ATTENDANCE & DISCIPLINE RECORD				
	Absences	Tardy	Referrals	Suspended
During 23/24 School Year				

APPLICANT ACKNOWLEDGEMENT & AGREEMENT

In making this application, I understand that:

1. The submission of an application and supporting materials is the first step in the selection process. I have attached a Resume, Transcript, Attendance and Discipline records, and one letter of recommendation not from a reference on resume to this application.
2. To be eligible for the Automotive Technology program, I must meet qualifications in all areas: education, aptitude, interest, assessments, attendance, behavior, reference check, and interview.
3. Attendance, participation and positive attitude are the key to success in this program.
4. Acceptance into the Automotive Technology program, includes on-the-job training and related training classes, Student ASE certification will be given upon completion of each section of 8 areas if passed with an 80% or better.
5. I will adhere to all safety requirements per school rules and industry standards.
6. I will maintain the Student Work Journal documentation and assignments during the entire Automotive Technology Program.
7. If accepted, I will give my full cooperation and attention to instructors and mentors.
8. I will accept and complete assignments and tasks as required. If I do not meet the performance standards, I may be removed from the program.

ACKNOWLEDGE AND AGREE TO THE ABOVE STATEMENTS

Signature of Student	Date
Signature of Parent/Guardian	Date