

TMCC High School is a middle college high school offering two options for motivated students. Degree seeking tenth, eleventh and twelfth grade students take classes at the Dandini campus. At the Edison campus, eleventh and twelfth grade students work toward a Skills Certificate or a Certificate of Achievement in a technical pathway. Students are dual enrolled in college and high school, taking classes at both levels. The dual enrollment opportunity allows students to earn either an Associate degree or a technical certificate upon high school graduation or within one semester afterward.

2016-2017 Application is due February 29, 2016

Please complete your application and mail or deliver to:

TMCC High School
7000 Dandini Blvd. – Red Mountain 314
Reno, NV 89512

Include the following with your completed application:

- Current transcript
- Attendance record & Discipline record
- Recommendations & Readiness Checklist
- IEP, 504, ESL documentation should be included if applicable

Timeline:

- January 11, 2016 – February 29, 2016: Application submission
- March 1, 2016 – March 11, 2016: Application review
 - Review criteria includes grade, attendance, discipline, credit attainment, writing sample and recommendations
- March 14, 2016 – March 18, 2016: Notification of conditional acceptance
- March 21, 2016 – April 22, 2016: Completion of application to TMCC, complete Accuplacer in English and Math, personal interview
- May 5, 2016: Notification of acceptance
 - Acceptance is contingent upon availability, admission to TMCC and Accuplacer placement scores (Students must score into Math 95 and English 98 to be eligible to attend TMCC High School. Students will bring Accuplacer results to TMCC High School).
- May 9, 2016 – May 27, 2016: Sophomore & Junior Orientation. Junior Class registration for new students.

Thank you for your interest in TMCC High School. If you have any questions about how to complete your application please call 775.674.7660 for assistance before submitting your application.

WRITING SAMPLE

Choose two of the following, and write a paragraph response. If additional space is needed, attach a separate paper. **Please note: This writing sample should be completed without assistance.** TMCC High School staff will score the writing according to the Nevada Department of Education Writing Exam Rubric.

1. What challenge have you faced and how did you overcome it?

2. What makes you a good candidate for TMCC High School?

3. Why do you want to attend TMCC High School? How will this help you achieve your college or career goals?

4. Describe your strengths as a student and areas that need improvement.

READINESS CRITERIA

TMCC HS looks for these attributes when screening student applicants. The qualities are based on action research on what makes a student successful at TMCC HS. Before completing your application, please review this checklist with your parent or guardian.

Are you ready? Check “yes” or “no.”

- Yes No 1. Did you accumulate fewer than 10 absences and Missing Instructions during the last semester?
- Yes No 2. Have you had no suspensions and no disciplinary action during the past year?
- Yes No 3. Do you read and comprehend at the 11th grade level or above?
- Yes No 4. Do you complete your school work independently?
- Yes No 5. Are you a good time manager, who can handle a flexible schedule and challenging workload on your own, without close monitoring from adults?
- Yes No 6. Do you organize your school work without assistance from adults?
- Yes No 7. Are you able to develop your own large projects, break them into manageable parts and complete each part in a timely way?
- Yes No 8. Do you demonstrate mature academic and social behavior, such that you could blend into a college atmosphere where the average student age is 31?
- Yes No 9. Do you have the ability to succeed in rigorous college level academic courses?
- Yes No 10. Do you possess and demonstrate higher level thinking skills of analysis, application and synthesis commensurate with successes for post-secondary pursuits?
- Yes No 11. Are you capable of handling a rigorous high school curriculum that includes project/performance based course work and a formal oral presentation to a panel of outside community members?

Please explain each “no” answer.

- If you are selected to attend TMCC High School, you will be responsible for your own transportation. How do you plan to get to and from school?

- You should have six total credits after completing your *freshman* year. You should have twelve credits if you are completing your *sophomore* year. As a TMCC High School student, you are eligible to earn credit through correspondence courses, the WCSD summer school program, BYU, Extended Studies, and Credit by Exam.
- Students are responsible for creating a portfolio that demonstrates tangible evidence of their course work and academic growth. Components of the portfolio include complex projects and an oral presentation to a panel of community members during their senior year.
- Acceptance to TMCC High School is a multistep process. If a student is conditionally accepted, the student must meet all of the requirements to be fully accepted into the program

I have answered honestly, and I believe I'm ready to become a successful TMCC High School Student:

Student signature: _____ **Date:** _____

I have reviewed the Readiness Criteria with my son/daughter, and I believe he/ she has the skills and maturity to be successful at TMCC High School.

Comments:

Parent/Guardian Signature: _____ **Date:** _____

TMCC HIGH SCHOOL STUDENT/PARENT CONTRACT

Students:

- o Must place school as the #1 priority.
- o Are given more freedom and are expected to be responsible, mature and self-motivated.
- o Attend classes and other activities with college students and may be exposed to adult material, subject matter, and language.
- o Are required to attend the TMCC High School Orientation and Registration.
- o Are eligible to take classes at TMCC and all satellite campuses.
- o Are required to maintain a portfolio, complete complex projects, and present a senior portfolio project to a panel of community members.
- o Are withdrawn from the zoned high school and graduate from TMCC High School
- o Are limited on the number of extracurricular activities available, since athletics, music, and clubs are not provided through TMCC High School.
- o Must maintain a minimum of a 2.5 overall GPA and a 2.5 semester GPA.
- o Must allocate a minimum of two hours each day for homework and study.
- o Must attend scheduled meetings, conferences, and Special Event Fridays
- o Attend all high school and college classes.
- o Must strictly adhere to all attendance, academic, and disciplinary requirements of Washoe County School District and TMCC. Students may be asked to return to the zoned school for non-compliance in any area.
- o Are expected to be in class and on time, participating productively during all assigned class times and complete all required assignments.
- o Must have parents call in an absence excuse on the day of the absence or bring in a written excuse within three days.
- o Are responsible for providing reliable transportation
- o Must maintain and use a TMCC email account to receive information from the high school office.
- o Must follow the TMCC High School *No Smoking* policy, refraining from smoking on the TMCC campus.

- o Must inform parents and the TMCC High School counselor of academic progress in college and high school classes.
- o Allow TMCC HS staff access to college records.
- o Are responsible for paying for college books.
- o Must take TMCC classes that are 3 or more credits; Continuing Education classes are not eligible for high school credit.
- o Are eligible to take classes lower than 100 level (MATH 95 or ENG 98); however, credit for these classes will not transfer to another college.
- o Must reimburse TMCC High School the cost of college credits and lab fees for college classes in which a W or F is earned.
- o Must add or drop classes within the TMCC time guidelines or be responsible for reimbursing the school for the cost of the classes.
- o Are responsible for the full cost of college classes taken over and above those required for high school diploma or to maintain the course minimum. Payment must be made at the time of pre-registration for the following semester.
- o May only transfer back to zoned high school at the end of the year.

NOTE: Students and parents acknowledge that if students:

- drop, fail or withdraw from courses;
- don't complete required course work;
- Or don't inform our counselor immediately if they're not doing well in a class,

TMCC High School maintains a Student Success Program to review student progress and monitor those who have difficulties. The committee's first priority is to provide assistance; however, students may have to return to the zoned high school if, despite help, they earn Ds and Fs, demonstrate behavior or attendance problems, or have excessive "withdraws" from college classes, thus demonstrating that TMCC High School is not the most appropriate placement. If the situation arises, TMCC High School staff will facilitate the student's transition to the zoned high school or a more suitable program.

My signature indicates that I have read and agree to all of the above guidelines and understand their importance to the student's success at TMCC High School. I agree to comply with these guidelines.

Student Signature: _____ Date: _____

Parent/Guardian Signature: _____ Date: _____

TMCC MIDDLE COLLEGE HIGH SCHOOL
Teacher Recommendation Form

Teacher: Please send this form through school mail to TMCC High School or mail it to TMCC High School, 7000 Dandini Blvd., RDMT 314, Reno, NV 89512-3999.

Student's Name _____ Current Grade in Class _____

School _____ How long have you known the applicant? _____

Teacher's Name (Print) _____ Subject _____

Teacher's Signature _____ Date _____

Request contact from school? Yes No Contact # _____

This student is applying to TMCC High School for the next school year. Your responses are valuable in helping us determine the candidates who will benefit from the Middle College program. We greatly appreciate your prompt response.

Please evaluate the student's current performance by checking one rating for each category:

Criteria	excellent	good	fair	poor	inconsistent
works independently; manages time well: (handles schedule and workload without close monitoring and assistance from adults)					
takes responsibility for organizing school work					
Students at TMCCHS are required to develop extensive projects and exercise higher-order thinking skills in response to complex questions. Has this student demonstrated such academic capability?					
potential to blend into a college atmosphere where average student age is 31, as demonstrated by mature social behavior					
completes homework assignments; demonstrates consistent academic effort and pride in work					
seeks academic challenges; capable of handling a rigorous high school curriculum, including project/performance based coursework and a formal oral presentation to a community panel					
demonstrates positive classroom attitude through participation, cooperation and positive relationships with peers and teachers					
shows potential for success in fast-paced academic college classes					

Please use the back of this form for comments.
 TMCC High School: (775) 674-7660 Fax: (775) 674-7931

TMCC MIDDLE COLLEGE HIGH SCHOOL
Teacher Recommendation Form

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TMCC MIDDLE COLLEGE HIGH SCHOOL
Counselor Recommendation Form

Teacher: Please send this form through school mail to TMCC High School or mail it to TMCC High School, 7000 Dandini Blvd., RDMT 314, Reno, NV 89512-3999.

Student's Name _____ Current Grade in Class _____

School _____ How long have you known the applicant? _____

Counselor's Name (Print) _____

Counselor's Signature _____ Date _____

Request contact from school? Yes No Contact # _____

This student is applying to TMCC High School for the next school year. Your responses are valuable in helping us determine the candidates who will benefit from the Middle College program. We greatly appreciate your prompt response.

Please evaluate the student's current performance by checking one rating for each category:

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Please use the back of this form for comments.
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APPLICATION COMPLETION CHECKLIST

Use this checklist to ensure that everything is included and the application is complete.

Items to include when you apply:

1. Current transcript
2. Attendance record and Discipline record for the current school year
3. Copy of IEP, 504 or ESL documentation as applicable
4. Completed application
 - A. Signed student and parent contract
 - B. Writing sample
 - C. Readiness Criteria checklist
5. Recommendations have been requested and will be sent to TMCC High School.

Recommendations:

Teacher recommendations must be from core teachers: English, math, science, or social studies.

Junior Applicants:

- If your GPA is 3.5-4.0, we require one teacher recommendation; the counselor recommendation is optional.
- If your GPA is 3.5 and lower, you are required to submit a minimum of two teacher recommendations and one from your counselor.

Sophomore Applicants:

- If you are a sophomore applicant, we require two teacher recommendations and one counselor recommendation. Teacher recommendations must be from core teachers: English, math, science, social studies.

Students receiving Special Education services:

The IEP team will determine the acceptance and placement of students who require special education. This team will consist of the zoned high school IEP team, the TMCC High School principal, counselor, and special education teacher/program facilitator. The following items will serve as a basis for considering the student's change of placement:

- ✓ the TMCCHS Readiness Criteria
- ✓ the special education adaptations and modifications criteria
- ✓ the IEP goals
- ✓ the student's academic level and ability as determined by standardized tests
- ✓ input from the IEP team

It is the responsibility of the student and the parent to request an IEP meeting to include all those people indicated in the above paragraph. The application packet should be completed prior to the meeting.

Students who have a current 504 Plan must supply a copy of student's 504 Plan with application.

Thank you for your interest in TMCC High School. If you have any questions about how to complete your application please call 775.674.7660 for assistance before submitting your application.