114. **FLEX PROGRAM**

### 1. Purpose

The Joint Operating Committee desires to allow all qualified high school students within Carbon County an opportunity to take advantage of the considerable resources at CCTI by spending one-half day or less enrolled in a Career and Technical program of their choice.

### 2. Delegation of Responsibility

The Administrative Director shall develop procedures for dissemination of program information, procedures for enrollment, and the monitoring of progress of Flex students.

### 3. Guidelines

- There must be an opening in the requested program. Instructors shall meet with the student before admission. Amount of time is flexible, as little as 50 minutes.
- Requesting students shall be in 11th or 12th grade, on schedule to graduate on time, and highly motivated individuals, willing to work independently at times.
- Students may apply within 30 days of the start of each semester and may enter at the beginning of each semester.
- Students or the sending district shall provide transportation to and from CCTI.
- Student and program instructor shall develop an individual plan for the time of attendance, based on the student’s interests/needs and the program task list.
- The sending district shall determine the amount of credit awarded for the program. The instructor will provide a grade to the sending school guidance counselor.
- All applicants shall complete an application form, including a current report card and PSSA information in reading and mathematics.