

**CAREER PROGRAMS  
(REGULATION)**

The following regulations shall apply to students enrolling in Southwest Technology Center programs:

Enrollment

1. Enrollment will be limited to students in grades 11, 12, and adults; students in grade 10 may be considered under extenuating conditions.
2. The final acceptance of a student for a specific program will be made by the director of student services in consultation with the campus director.
3. Preliminary scheduling of secondary students will be handled through and in coordination with partner high school' principal/counseling offices.
4. After the school year begins, student reassignments will be individually handled with the involvement of the program instructors, high school counselor/principal, director of student services, and parents. Program capacity is a limiting factor.
5. Open entry and open exit throughout the school year is available in several programs, based on program capacity and space availability.

Transportation

High school students will be encouraged to ride buses to Southwest Technology Center. Buses will depart from the home school on a regular schedule at a designated place. Students will be returned to their respective high school immediately after classes. Buses will load and unload at pre-designated areas. Post-secondary students may take advantage of this service in accordance with home school policy on a space-available basis. Students may continue to enjoy riding the bus as long as they adhere to the policies regarding student behavior while on the bus.

Attendance

1. The attendance requirements of the high school and technology center will be mutually respected and enforced.
2. Daily absentee reports will be sent from the technology center to the high school.
3. Early dismissal from the technology center will not be allowed except when the parent personally picks up the student or specific arrangements have been made in advance with the campus director or director of student services.
4. An absence due to attendance at a school-sponsored activity will not be counted against the student as an absence unless such absence prevents the student from fulfilling program requirements at the technology center or public school district.

**CAREER PROGRAMS, REGULATION (Cont.)**

Discipline

1. The technology center is an extension of the partner high schools. A student suspended from classes at a partner high school may not attend classes at the technology center during the time of suspension from the home high school.
2. The technology center will handle all discipline resulting from actions on the bus or at the technology center. Major disciplinary issues will be communicated to the partner high school principal by the campus director.

**Adopted: January 1994 as policy S-146**

**Revised: November 1995**