



ATLANTIC TECHNICAL CENTER AND TECHNICAL HIGH SCHOOL

4700 Coconut Creek Parkway, Coconut Creek, FL 33063
754.321.5100 * www.atlantitechcenter.com

FAQ'S

SHARE TIME APPLICANTS

- 1) **How do I get accepted to ATC?** All share time applicants are required to attend a general orientation (in person), take a basic skills assessment (TABE) and complete an *Atlantic Technical Center and Technical High School Share Time Application*. Once a prospective share time student completes the application, it is returned to the home high school counselor. After completing home school's portion of the application and attaching all required documents, the home school counselor will then send the application to ATC. After the application is processed and evaluated by ATC personnel, students will be notified by mail of their status (postcard if accepted, letter if denied).
- 2) **What is a basic skills assessment?** Atlantic Technical Center's basic skills assessment is called the TABE (Tests of Adult Basic Education). The examination is designed to assess student mastery of basic skills in the areas of Reading, Math and Language. The Testing Center is located in Building 19. There is no testing fee for high school students, but a picture ID is required. ***Students with disabilities are encouraged to notify ATC staff for testing accommodations.**
- 3) **Can test scores affect my chances of being accepted?** Test scores are used in a variety of ways. First, they are used as a counseling tool in evaluating student academic strengths and weaknesses in areas which may affect success in selected technical programs. Second, students who meet the state mandated exit scores may be eligible to receive dual enrollment quality points in the second half of their program. Students who continue on with their program after leaving high school will be required to meet the state mandated exit scores in order to receive their Certificate of Completion.
- 4) **When can I attend an orientation and test?** Orientation and testing schedules are available online at www.atlantitechcenter.com, or call the Office of Admissions at 754.321.5200.
- 5) **At what grade/age can I attend?** You must be a minimum age of 16 years old and be in eleventh (11th) or twelfth (12th) grade.
- 6) **Do I have to pay to attend ATC?** **NO** - As a Broward County high school student, tuition, textbooks, program supplies (including one uniform, if required) are free of charge. Day to day needs (pens, notebook, paper) are the responsibility of the student. Students have the option to purchase any books or supplies in ATC's bookstore. Students should contact or meet with the program counselor for specific information on program requirements.
- 7) **Is transportation available?** The availability of transportation depends on the technical program selected. The School Board of Broward County provides transportation for programs that begin at 7:00 AM or 10:45 AM and end at 10:00 AM or 1:45 PM. For **all other time options**, students must provide their own transportation. All programs, time choices, and transportation codes are listed on the reverse side of the application. It is imperative that students refer to that chart when choosing their programs. **Students in all Health programs must have their own transportation in order to comply with required clinical visits/training.**

8) **Am I permitted to drive to ATC? YES** - Once a student has been accepted and has registered, they are directed to the bookstore where they can purchase a parking decal and supplies if needed. The cost for parking decals for Broward County high school students is \$15.00. The cost of a replacement decal is \$2.00.

9) **Do I receive credits for attending ATC? YES** - Since ATC is a block schedule school, students receive one (1) credit per three (3) hour block every nine weeks. Students have the opportunity to earn four (4) credits a year/part time or eight (8) credits/full time.

10) **What happens if my GPA falls below the required 2.0?** Students may be withdrawn from ATC to return to their home high school should their graduation status be in jeopardy or if they are not successfully making progress in their ATC program.

11) **Does ATC have an Attendance Policy?** In accordance with Florida Statute 1003.24, a child's attendance in school is the responsibility of the parent or legal guardian. Absences cause students to miss significant instruction and learning opportunities. Non-attendance places you in jeopardy of consequences per SBBC Policy 5.5 and the Code of Student Conduct outlined in the Student Handbook. Failure to comply may result in your participation at ATC being discontinued.

12) **What should I do if I have an absence?** According to School Board Policy, *parents must report the absence of a high school student by telephone or written note within two days following the absence to both schools.* Refer to the Code of Student Conduct for further explanation of excused/unexcused absences as well as all other rules that may apply. **Please Note:** Every share time student attending ATC will receive a *Code of Student Conduct*. The Parent/Student Acknowledgment Form must be signed by both the parent and the student and returned to the appropriate ATC instructor.

13) **What should I do if I am tardy or need to sign out of school early?** All students must report to Office of Admissions (Bldg. 10) to properly sign in (tardiness) or out of school (early sign out). Please refer to the *Code of Student Conduct* for specific information. **Please Note:** Students shall not be released without ATC personnel making parent contact via telephone. **Students can not be released to any person that is not listed on the student's Welfare and Attendance Card which is completed during the registration process.**

14) **What kind of degree do I receive?** Certificates of Completion or Applied Technology Diplomas (ATD) are awarded to students who have successfully completed all of the requirements of the program in which they are enrolled. Some classes include requirements for licensing exams or industry certifications. Specific objectives and performance criteria are used by instructors to determine course completion. Please be aware that meeting state mandated basic skills requirements may play a role in receiving either a Certificate of Completion or ATD. Contact the specific program counselor for clarification.

Please feel free to contact Office of Admissions personnel – either at the direct telephone number listed or by CAB email - if you have any further questions or concerns. We look forward to serving you.

Office of Admissions:	754-321-5200
	Fax: 754-321-5134
Chandler White/Guidance Director/Counselor – Computer System Tech./Drafting/ Machining/Welding:	754-321-5183
Iris Cohen/Counselor – Business/Culinary:	754-321-5240
Karen Russo/Counselor – Automotive/High School Liaison:	754-321-5188
Susan Tretakis/Counselor – Health/Air Conditioning/Electricity:	754-321-5187
Denise Latorre/Attendance:	754-321-5246
Gwen Boykin/Bus Transportation:	754-321-5300
*Debbie Evangelista/HS ESE Specialist:	754-321-5193
Jodi Davis/BRB ESE Support Facilitator:	754-321-5100 Ext. 2075