

TO: Area 18 Career and Technical Program Parents and Students  
FROM: Traci Werling – Area 18 Career and Technical Coordinator  
DATE: July 28, 2021  
RE: Important information regarding your Area 18 Course

I hope everyone was able to take some time to relax and enjoy family. I would like to highlight important information about the Area 18 Career and Technical Program in which your son/daughter has registered for this school year. We are still working on specific details especially when it comes to transportation. I will do my best to communicate important updates and changes.

- 1) **Area 18 Parent/Student Contract** - During registration, please stop by the guidance table so you can pick up and sign important paperwork needed for your son/daughter's Area 18 Program. The paperwork is attached and will be available at registration.
  - a. Contract needs to be completed and returned by August 11.
- 2) **Transportation Information** – Specific transportation information will be emailed after August 5.
  - a. We are asking for a commitment to ride the bus or drive/carpool to be made for each semester.
  - b. At registration you will be asked if your child will need transportation to their Area 18 Program.
    1. The last date to communicate transportation plans to Traci Werling is August 4.
    2. Drivers and carpoolers will be required to complete the Permission to Drive/Carpool by August 4.
- 3) **Additional fees:** Additional fees for Area 18 Programs may apply. We are still working on what these additional fees may be. Please see page two of the Parent/Student Contract for approximate fees.
- 4) **Ivy Tech Dual Credit Opportunities: Several of our Area 18 programs have dual credit** (earning college credit and high school credit at the same time).
  - a. Dual credit is through Ivy Tech Community College.
  - b. Dual credit is free.
  - c. Student must apply to earn the dual credit. Student can apply here [Ivy Tech Dual Credit Application](#).
  - d. Student must have social security number to complete this application.
  - e. Traci Werling will help Area 18 students complete the application on the first day of school.
  - f. Education Professions, Early Childhood Education, human and social services at Bellmont, radio and tv, principals of biomed/human body systems, Aerospace, and Advanced Manufacturing programs **do not** receive dual credits.
  - g. Cosmetology can earn dual credit through Vincennes – different process later in semester.
- 5) **Area 18 Mandatory Meeting:** Students will not go to their Area 18 Program on the first student day. All students will be required to attend a mandatory meet with Mrs. Werling in the Auditorium during their scheduled Area 18 Program time. See schedule below: Expectations, delay and cancellation information, dual credit (registering), transportation, etc. will be discussed.
  - a. Programs that meet periods 1-2 meeting will be 2<sup>nd</sup> period (8:30 am)
  - b. Programs that meet periods 1-3 meeting will be 3<sup>rd</sup> period (9:15 am)
  - c. Programs that meet periods 1-4 meeting will be 4<sup>th</sup> period (10:00 am)
  - d. Programs that meet periods 5-7 meeting will be 5<sup>th</sup> period (11:35 am)(You will eat B lunch)
  - e. Programs that meet periods 6-7 meeting will be 6<sup>th</sup> period (1:05 pm)

- 6) **Area 18 Information location:** All Area 18 Career and Technical Programs information and forms can be located on the Norwell High School's Guidance Webpage [Area 18 Information and forms](#)
- a. Parent Information Letter – This letter
  - b. Parent/Student Contract
  - c. Permission to Drive/Carpool Form
  - d. Program information - available after Aug. 6th
    - i. Transportation schedule
    - ii. Program teacher contact
    - iii. Program start dates
    - iv. 2- hour delay schedule/cancellation guidelines

8) **Norwell Area 18 Coordinator :** Traci Werling ([traci.werling@nwcs.k12.in.us](mailto:traci.werling@nwcs.k12.in.us)) / 260-543-2213 (ext. 7007)