

IMPACT Institute Enrollment Procedures

When enrolling students, we will make every effort to fully accommodate the AM/PM requests as listed below. All applications, in addition to being in this binder, are available on our website or you can contact Andrea Haskins. All applications need to come directly from the high school with all signatures.

We thank you in advance for your flexibility and understanding as we place students.

***Applications for Primary Health Care and Health Occupations Education are due to Andrea by: February 13, 2015**

The goal is to have the interview process completed and selections made by early March.

***Applications for Cosmetology are due to Andrea by: February 13, 2015**

The goal is to have the interview process completed and selections made by mid March.

***Applications for all other programs are due to Andrea by: March 13, 2015**

As you pass out applications, please instruct your students to **PRINT** legibly and use only **BLACK** or **BLUE INK**; no pencil or odd colored ink please. Please be sure to check that all information is filled out on applications (e.g. address, STN, SSN, etc.) and that all signatures have been obtained.

As always, program alternates are enrolled on a first come first serve basis as determined by the date they are received in the office OR based on the high schools rank.

Please note that **Corporation billing is based on the June 12 enrollment totals**. Students withdrawn after June 12 will be billed to the Corporation, unless another school fills that slot.

AM Session

Angola
Central Noble
Churubusco
Fremont
Garrett
Prairie Heights
West Noble
Westview

PM Session

DeKalb
East Noble
Eastside
Hamilton
Lakeland
West Noble