

## Applying to the Agri-Business Careers Academy

*To qualify as a candidate for the Agri-Business Careers Academy, students must meet the following criteria:*

- Have met graduation requirements up to the point they begin participating in the program
- Have maintained an 80 or above average
- Have demonstrated maturity and the ability to work both independently and in teams.
- Have an excellent attendance record (more than 5 absences per year may jeopardize acceptance)
- Have demonstrated good health habits.
- Have demonstrated good communication skills; i.e. reading, writing, speaking and listening.
- Have demonstrated strong study habits.

### **Application Checklist:**

\_\_\_\_\_ Personal Information form:

<http://www.genesee.edu/home/ace/career-pathways/agri-business-academy/>

\_\_\_\_\_ “Letter of Intent”. We would like to know more about you. In a business letter format, discuss why you would like to take advantage of this unique high school experience and what you hope to personally gain. In the letter include your career goals. Based on your experience, also include why you are interested in your selected career field and the skills you possess that would contribute to this field. We would also like you to add your extracurricular activities, volunteer experience, and other experiences that have assisted you in developing your career focus.

\_\_\_\_\_ Two (2) letters of recommendation: one from a person representing your school and one from a High School Guidance Counselor. (counselors and teachers may use their designated ACE check sheets with comments **or** write a letter) Check sheets can be found at:

<http://www.genesee.edu/depts/ace/resources/>.

\_\_\_\_\_ Transcript of your high school courses to date

\_\_\_\_\_ Most recent junior year report card

\_\_\_\_\_ Counselor will complete a Genesee Valley Educational Partnership on-line Registration form.

\_\_\_\_\_ Forward the application with your “Letter of Intent”, letters of recommendation, transcripts, and report cards to:

Sarah Luczak  
Student Services Coordinator  
Genesee Valley Educational Partnership  
8250 State Street Road  
Batavia NY 14020

**All application materials are due by Friday, March 23, 2018.**

# Agri-Business Careers Academy Personal Information Form



**Name:** \_\_\_\_\_

**Address:** \_\_\_\_\_

**City, State, Zip:** \_\_\_\_\_

**Phone:** (     ) \_\_\_\_\_ - \_\_\_\_\_

**Student E-mail Address (not school address):** \_\_\_\_\_

**College Courses Previously Taken:** \_\_\_\_\_

\_\_\_\_\_

**School District:** \_\_\_\_\_

**Home School Counselor:** \_\_\_\_\_

**Parent's Name:** \_\_\_\_\_

**Parent's email address:** \_\_\_\_\_

**Planning to attend: Morning Session \_\_\_\_\_ Afternoon Session \_\_\_\_\_**

**XX**

**Office Use Only:**

**Accepted:**                      **yes** \_\_\_\_\_                      **no** \_\_\_\_\_

**Date:** \_\_\_\_\_

**Notification letter sent on:** \_\_\_\_\_