



Department of Teaching and Learning

High School Academy and Advanced Academic Programs

Application Information

Fall 2019

The Virginia Beach City Public Schools is accepting academy program and advanced academic program applications for the 2020 - 2021 school year. All current VBCPS students are to complete the online application located on www.vbschools.com. Any non-VBCPS students who wish to apply must use the paper application also located online at www.vbschools.com.

High School Academy Programs and Advanced Academic Programs Information Nights

Each program will hold an information night for prospective students and their parents/guardians at the school location. These information nights provide detailed information on the program and the opportunities available at the school. A question and answer period will follow the presentation. Please feel free to call the respective coordinators with any questions you may have regarding the application process or the information night.

Academy and Advanced Academic Programs

Nov. 6, 2019

6:00 p.m.

Governor's STEM Academy
and Technology Academy
Landstown High School
Ms. Rachel White
(757) 648-5500

Nov. 7, 2019

6:30 p.m.

Health Sciences Academy
Bayside High School
Ms. Terry Mejia
(757) 648-5200

Nov. 12, 2019

6:30 p.m.

Visual and Performing Arts Academy
Salem High School
Ms. Ann Bissell
(757) 648-5650

Nov. 13, 2019

6:00 p.m.

International Baccalaureate Program
Princess Anne High School
Ms. Helen Cox
(757) 648-5600

Nov. 14, 2019

6:00 p.m.

Mathematics and Science Academy
Ocean Lakes High School
Mr. J. Michael King
(757) 648-5550

Nov. 19, 2019

6:00 p.m.

Legal Studies Academy
First Colonial High School
Ms. Angelique Phillips
(757) 648-5300

Nov. 25, 2019

6:00 p.m.

Entrepreneurship
and Business Academy
Kempsville High School
Ms. Meghan Timlin
(757) 648-5450

Dec. 4, 2019

6:00 p.m.

Health Sciences Academy
Bayside High School
Ms. Terry Mejia
(757) 648-5200

High School Academy and Advanced Academic Programs Application Process

Students interested in attending one of the academies and/or advanced academic programs are required to submit an application. All required components of the student application, including the student forms, parent forms, teacher recommendations, and items outlined below for each program, must be submitted by the deadline, **Friday, January 10, 2020**. VBCPS students will complete their full application online and all non-VBCPS students will use this full application for submission. During the selection process, each program will establish a waiting list of students in the event that a student who is offered a position chooses not to accept or transfers prior to the start of school. The waiting list will remain active only until the last business day prior to the first day of school. Students must re-apply for consideration for the next school year. Each program has specific application requirements. The required application component(s) for each program is listed below:

Academy and Advanced Academic Programs

Entrepreneurship and Business Academy	<ul style="list-style-type: none"> Write a thoughtful essay not to exceed 400 words. <i>How does the theme of the Academy fit with your interests and future goals? What experiences, skills and talents will you bring to the academy?</i>
Global Studies and World Languages Academy	<ul style="list-style-type: none"> Write a thoughtful essay not to exceed 400 words. <i>How does the theme of the Academy fit with your interests and future goals? What experiences, skills and talents will you bring to the academy?</i>
Governor's STEM Academy and Technology Academy	<ul style="list-style-type: none"> Completion of Honors Algebra I and Earth Science in middle school Submit an electronic portfolio. See attached list or visit the Landstown High School web site at www.landstownhs.vbschools.com for electronic portfolio requirements. Write a thoughtful essay of approximately 350 words that expresses <i>why you are applying to the Governor's STEM or the Technology Academy and what you hope to gain from this Experience. The essay should include your thoughts and reasons for which of the two areas of concentration you wish to focus your studies: information technology or STEM engineering.</i> Essays should be original, creative and grammatically correct.
Health Sciences Academy	<ul style="list-style-type: none"> Write a thoughtful essay not to exceed 400 words. <i>How does the theme of the Academy fit with your interests and future goals? What experiences, skills and talents will you bring to the academy?</i>
International Baccalaureate Program	<ul style="list-style-type: none"> Admissions Exam
Legal Studies Academy	<ul style="list-style-type: none"> Write a thoughtful essay not to exceed 400 words. <i>How does the theme of the Academy fit with your interests and future goals? What experiences, skills and talents will you bring to the academy?</i>
Mathematics and Science Academy	<ul style="list-style-type: none"> Admissions Exam Completion of Algebra I in middle school
Visual and Performing Arts Academy	<ul style="list-style-type: none"> An audition will be scheduled.

Students not currently enrolled in Virginia Beach City Public Schools must mail the application directly to each academy program and/or advanced academic program coordinator to which they are applying. All applications must be postmarked no later than **January 10, 2020. Late, faxed and emailed copies as well as incomplete applications will not be processed. The standard application and recommendation forms may be photocopied if a student applies to more than one program.**



Department of Teaching and Learning









ACADEMY PROGRAMS AND ADVANCED ACADEMIC PROGRAMS APPLICATION
Student Data Sheet

Due Friday, January 10, 2020 to the Academy Coordinator(s).

Late, faxed and emailed copies as well as incomplete applications will not be processed.

PLEASE TYPE OR PRINT.

Check each program to which you wish to apply.

Academy and Advanced Academic Programs							
							
Global Studies and World Languages Academy	Governor's STEM Academy (GSA) and Technology Academy (TA)	Health Sciences Academy	International Baccalaureate Program	Legal Studies Academy	Mathematics and Science Academy	Visual and Performing Arts Academy	Entrepreneurship and Business
(Essay)	(Electronic Portfolio/Essay)	(Essay)	(Admissions Exam)	(Essay)	(Admissions Exam)	(Auditions)	(Essay)
	GSA TA						

Name _____
(Last) (First) (Middle)

Home Address _____
(Street)

(City) (State) (Zip Code)

Student E-mail Address _____ Parent E-mail Address _____

Current Grade Level _____ Date of Birth _____ Gender _____

Student Number _____ Home Phone # _____

Mother's/Guardian's Name _____ Work Phone # _____
Cell Phone # _____

Father's/Guardian's Name _____ Work Phone # _____
Cell Phone # _____

Current School _____ Zoned High School _____

Student's Name: _____

Career Interests: _____

In the space provided, please describe your goals for attending an Academy or Advanced Academic Program (for all applicants).

In the space provided, list the **Extracurricular Activities** in which you participate (school and/or community) (for all applicants).

In the space provided, list the **Awards/Honors** you have received in school (for all applicants).

Department of Teaching and Learning

An appeals process is in place for each program. Please contact the program coordinator for details.



ADMISSIONS AGREEMENT

The Virginia Beach City Public Schools Academy Programs and Advanced Academic Programs offer a broad variety of specialized curricula for highly interested and motivated students. For students to be successful in these programs, the student must be a consistent, dedicated learner. Therefore, Virginia Beach City Public Schools require that students and parents make the following commitment.

I agree to the following terms and conditions for participating in a Virginia Beach City Public Schools Academy Program or Advanced Academic Program. I will:

1. Follow the rules of the Academy or Advanced Academic Program as well as those rules outlined in the *Student Handbook* and *Code of Student Conduct*.
2. Actively participate in each class by being prepared, listening attentively, offering relevant comments, posing insightful questions, taking notes, and doing any other activities necessary to meet the expectations set forth for each class.
3. Submit quality work in a timely fashion seeking additional assistance from my instructors as needed.
4. Manifest the highest degree of academic integrity. Incidents of cheating may be grounds for immediate removal from the program.
5. Maintain an excellent attendance record, scheduling appointments or vacations at times that do not conflict with classes.
6. Fulfill all academy or advanced academic program requirements.

I understand that if I do not meet the standards or follow the rules of an academy program or advanced academic program, I may be asked to withdraw from the program to enroll in a course of study which better meets my needs. If I am asked to withdraw from an academy or advanced academic program, by the program coordinator, I understand that I may appeal that decision to the building principal whose ruling is the final authority. **I also understand that if I leave the academy program or advanced academic program, I must return to my zoned school and, according to Virginia High School League rules, I would not be eligible to participate in VHSL activities for 365 days unless I was granted a waiver under VHSL rule 28-6-2(14).**

Student's Signature

Date

I hereby grant permission and consent for my son/daughter to enroll in a Virginia Beach City Public Schools academy program or advanced academic program and agree to all terms listed above. Finally, I will support my child's academic growth and encourage development of independent study skills. I understand that my son/daughter may be withdrawn from an academy or advanced academic program by the program coordinator and/or the principal if he/she does not fulfill the terms of this agreement.

Parent's/Guardian's Signature

Date



PARENT RECOMMENDATION FORM

Student's Name: _____

Counselor: _____

School: _____

Directions to Student: Complete the information above and have a parent or guardian complete this form. Please check all programs to which you are applying. You may check more than one.

- | | | | |
|--|--|--|---|
| <input type="checkbox"/> Global Studies and World Languages Academy at Tallwood HS | <input type="checkbox"/> Governor's STEM Academy and/or Technology Academy at Landstown HS | <input type="checkbox"/> Health Sciences Academy at Bayside HS | <input type="checkbox"/> Entrepreneurship and Business Academy at Kempsville HS |
| <input type="checkbox"/> International Baccalaureate Program at Princess Anne HS | <input type="checkbox"/> Legal Studies Academy at First Colonial HS | <input type="checkbox"/> Mathematics and Science Academy at Ocean Lakes HS | <input type="checkbox"/> Visual and Performing Arts Academy at Salem HS |

Directions to Parent: Your child is applying for admission to a Virginia Beach City Public Schools academy program or advanced academic program. Please mark the box below that best represents your assessment of your child.

	Almost Always	Often	Occasionally	Rarely	Never
Ease of Learning – Enjoys the challenge of problems, assignments, and issues. Learns quickly and is willing to seek extra help when needed.					
Adaptability – Approaches ideas and problems from a number of directions. Finds alternative means of solving problems. Thinks about ideas in new ways.					
Initiative and Enthusiasm – Is a highly motivated, independent worker. Seeks additional tasks; is intellectually curious; and stays actively engaged in activities.					
Persistence – Stays with tasks; relates progress on tasks to accomplishment of larger goals.					
Reliability and Integrity – Is scrupulous and punctual in fulfilling obligations; readily takes responsibility, submits work on time and displays good work habits.					
Reasoning – Uses logical, analytical reasoning and/or creative, divergent thinking to consider ideas or solve problems. (Originality and elaboration of thinking.)					
Communications – Communicates effectively and is willing and able to collaborate with peers.					
Organization – Manages time, resources and materials; meets deadlines; divides tasks into subtasks.					
Leadership Qualities – Shows respect and tolerance of others' views. Is willing to accept the ideas of others and contributes to the group process. Influences others in a positive manner.					
Success - Displays the ability to succeed in a challenging program.					
Work Ethic – Understands the importance of integrity, responsibility, quality, discipline and has a sense of teamwork.					

Student's Name: _____

Counselor: _____

School: _____

Please provide any comments that might assist us in determining your child's potential to succeed in a rigorous academic program.

Parent's Name (Printed)

Parent's Signature

Date

Thank you for completing this form. Your input is valued.
Please return this form to the guidance counselor indicated on the previous page.
Due Friday, January 10, 2020



Student's Name: _____

Teacher: _____

Subject: _____

Counselor: _____

School: _____

Directions to Student: Complete the information above and give a separate form to the following **four** teachers for recommendations: your **current** English teacher, math teacher, science teacher, and social studies teacher.

Please check below all programs to which you are applying.

You may check more than one.

- | | | | |
|--|--|--|---|
| <input type="checkbox"/> Global Studies and World Languages Academy at Tallwood HS | <input type="checkbox"/> Governor's STEM Academy and/or Technology Academy at Landstown HS | <input type="checkbox"/> Health Sciences Academy at Bayside HS | <input type="checkbox"/> Entrepreneurship and Business Academy at Kempsville HS |
| <input type="checkbox"/> International Baccalaureate Program at Princess Anne HS | <input type="checkbox"/> Legal Studies Academy at First Colonial HS | <input type="checkbox"/> Mathematics and Science Academy at Ocean Lakes HS | <input type="checkbox"/> Visual and Performing Arts Academy at Salem HS |

Directions to Teacher: The student listed above is applying for admission to a Virginia Beach City Public Schools academy program or advanced academic program. Please mark the box below that best represents your assessment of this student.

	Almost Always	Often	Occasionally	Rarely	Never
Ease of Learning – Enjoys the challenge of problems, assignments, and issues. Learns quickly and is willing to seek extra help when needed.					
Adaptability – Approaches ideas and problems from a number of directions. Finds alternative means of solving problems. Thinks about ideas in new ways.					
Initiative and Enthusiasm – Is a highly motivated, independent worker. Seeks additional tasks; is intellectually curious; and stays actively engaged in activities.					
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Organization – Manages time, resources and materials; meets deadlines; divides tasks into subtasks.					
Leadership Qualities – Shows respect and tolerance of other's views. Is willing to accept the ideas of others and contributes to the group process. Influences others in a positive manner.					
Success - Displays the ability to succeed in a challenging program.					
Work Ethic – Understands the importance of integrity, responsibility, quality, discipline and has					

Student's Name: _____

Counselor: _____

School: _____

Please provide any comments that might assist us in determining this student's potential to succeed in a rigorous academic program. We are interested in strong academic students who are highly motivated and exhibit mature decision-making skills.

Teacher's Name (Printed)

Teacher's Signature

Date

Subject

	Highly recommend	Recommend	Recommend with Reservations	Do not Recommend
Overall Recommendation				

**Thank you for completing this form. Your input is valued.
Please return this form to the counselor indicated on the previous
page. Due Friday, January 10, 2020**



Student's Name: _____

Teacher: _____

Subject: _____

Counselor: _____

School: _____

Directions to Student: Complete the information above and give a separate form to the following **four** teachers for recommendations: your **current** English teacher, math teacher, science teacher, and social studies teacher.

Please check below all programs to which you are applying.

You may check more than one.

- | | | | |
|--|--|--|---|
| <input type="checkbox"/> Global Studies and World Languages Academy at Tallwood HS | <input type="checkbox"/> Governor's STEM Academy and/or Technology Academy at Landstown HS | <input type="checkbox"/> Health Sciences Academy at Bayside HS | <input type="checkbox"/> Entrepreneurship and Business Academy at Kempsville HS |
| <input type="checkbox"/> International Baccalaureate Program at Princess Anne HS | <input type="checkbox"/> Legal Studies Academy at First Colonial HS | <input type="checkbox"/> Mathematics and Science Academy at Ocean Lakes HS | <input type="checkbox"/> Visual and Performing Arts Academy at Salem HS |

Directions to Teacher: The student listed above is applying for admission to a Virginia Beach City Public Schools academy program or advanced academic program. Please mark the box below that best represents your assessment of this student.

	Almost Always	Often	Occasionally	Rarely	Never
Ease of Learning – Enjoys the challenge of problems, assignments, and issues. Learns quickly and is willing to seek extra help when needed.					
Adaptability – Approaches ideas and problems from a number of directions. Finds alternative means of solving problems. Thinks about ideas in new ways.					
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Leadership Qualities – Shows respect and tolerance of other's views. Is willing to accept the ideas of others and contributes to the group process. Influences others in a positive manner.					
Success - Displays the ability to succeed in a challenging program.					
Work Ethic – Understands the importance of integrity, responsibility, quality, discipline and has a sense of teamwork.					

Student's Name: _____

Counselor: _____ School: _____

Please provide any comments that might assist us in determining this student's potential to succeed in a rigorous academic program. We are interested in strong academic students who are highly motivated and exhibit mature decision-making skills.

Teacher's Name (Printed)

Teacher's Signature

Date

Subject

	Highly recommend	Recommend	Recommend with Reservations	Do not Recommend
Overall Recommendation				

**Thank you for completing this form. Your input is valued.
Please return this form to the counselor indicated on the previous
page. Due Friday, January 10, 2020**



TEACHER RECOMMENDATION FORM

Student's Name: _____

Teacher: _____

Subject: _____

Counselor: _____

School: _____

Directions to Student: Complete the information above and give a separate form to the following **four** teachers for recommendations: your **current** English teacher, math teacher, science teacher, and social studies teacher.

Please check below all programs to which you are applying.

You may check more than one.

- | | | | |
|--|--|--|---|
| <input type="checkbox"/> Global Studies and World Languages Academy at Tallwood HS | <input type="checkbox"/> Governor's STEM Academy and/or Technology Academy at Landstown HS | <input type="checkbox"/> Health Sciences Academy at Bayside HS | <input type="checkbox"/> Entrepreneurship and Business Academy at Kempsville HS |
| <input type="checkbox"/> International Baccalaureate Program at Princess Anne HS | <input type="checkbox"/> Legal Studies Academy at First Colonial HS | <input type="checkbox"/> Mathematics and Science Academy at Ocean Lakes HS | <input type="checkbox"/> Visual and Performing Arts Academy at Salem HS |

Directions to Teacher: The student listed above is applying for admission to a Virginia Beach City Public Schools academy program or advanced academic program. Please mark the box below that best represents your assessment of this student.

	Almost Always	Often	Occasionally	Rarely	Never
Ease of Learning – Enjoys the challenge of problems, assignments, and issues. Learns quickly and is willing to seek extra help when needed.					
Adaptability – Approaches ideas and problems from a number of directions. Finds alternative means of solving problems. Thinks about ideas in new ways.					
Initiative and Enthusiasm – Is a highly motivated, independent worker. Seeks additional tasks; is intellectually curious; and stays actively engaged in activities.					
Persistence – Stays with tasks; relates progress on tasks to accomplishment of larger goals.					
Reliability and Integrity – Is scrupulous and punctual in fulfilling obligations; readily takes responsibility, submits work on time and displays good work habits.					
Reasoning – Uses logical, analytical reasoning and/or creative, divergent thinking to consider ideas or solve problems. (Originality and elaboration of thinking.)					
Communications – Communicates effectively and appropriately and is willing and able to collaborate with peers.					
Organization – Manages time, resources and materials; meets deadlines; divides tasks into subtasks.					
Leadership Qualities – Shows respect and tolerance of other's views. Is willing to accept the ideas of others and contributes to the group process. Influences others in a positive manner.					
Success - Displays the ability to succeed in a challenging program.					
Work Ethic – Understands the importance of integrity, responsibility, quality, discipline and has a sense of teamwork.					

Student's Name: _____

Counselor: _____

School: _____

Please provide any comments that might assist us in determining this student's potential to succeed in a rigorous academic program. We are interested in strong academic students who are highly motivated and exhibit mature decision-making skills.

Teacher's Name (Printed)

Teacher's Signature

Date

Subject

	Highly recommend	Recommend	Recommend with Reservations	Do not Recommend
Overall Recommendation				

**Thank you for completing this form. Your input is valued.
Please return this form to the guidance counselor indicated on the previous page.
Due Friday, January 10, 2020**



TEACHER RECOMMENDATION FORM

Student's Name: _____

Teacher: _____

Subject: _____

Counselor: _____

School: _____

Directions to Student: Complete the information above and give a separate form to the following **four** teachers for recommendations: your **current** English teacher, math teacher, science teacher, and social studies teacher.

Please check below all programs to which you are applying.

You may check more than one.

- | | | | |
|--|--|--|---|
| <input type="checkbox"/> Global Studies and World Languages Academy at Tallwood HS | <input type="checkbox"/> Governor's STEM Academy and/or Technology Academy at Landstown HS | <input type="checkbox"/> Health Sciences Academy at Bayside HS | <input type="checkbox"/> Entrepreneurship and Business Academy at Kempsville HS |
| <input type="checkbox"/> International Baccalaureate Program at Princess Anne HS | <input type="checkbox"/> Legal Studies Academy at First Colonial HS | <input type="checkbox"/> Mathematics and Science Academy at Ocean Lakes HS | <input type="checkbox"/> Visual and Performing Arts Academy at Salem HS |

Directions to Teacher: The student listed above is applying for admission to a Virginia Beach City Public Schools academy program or advanced academic program. Please mark the box below that best represents your assessment of this student.

	Almost Always	Often	Occasionally	Rarely	Never
Ease of Learning – Enjoys the challenge of problems, assignments, and issues. Learns quickly and is willing to seek extra help when needed.					
Adaptability – Approaches ideas and problems from a number of directions. Finds alternative means of solving problems. Thinks about ideas in new ways.					
Initiative and Enthusiasm – Is a highly motivated, independent worker. Seeks additional tasks; is intellectually curious; and stays actively engaged in activities.					
Persistence – Stays with tasks; relates progress on tasks to accomplishment of larger goals.					
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Reasoning – Uses logical, analytical reasoning and/or creative, divergent thinking to consider ideas or solve problems. (Originality and elaboration of thinking.)					
Communications – Communicates effectively and appropriately and is willing to collaborate with peers.					
Organization – Manages time, resources and materials; meets deadlines; divides tasks into subtasks.					
Leadership Qualities – Shows respect and tolerance of other's views. Is willing to accept the ideas of others and contributes to the group process. Influences others in a positive manner.					
Success - Displays the ability to succeed in a challenging program.					
Work Ethic – Understands the importance of integrity, responsibility, quality, discipline and has a sense of teamwork.					

Student's Name: _____

Counselor: _____

School: _____

Please provide any comments that might assist us in determining this student's potential to succeed in a rigorous academic program. We are interested in strong academic students who are highly motivated and exhibit mature decision-making skills.

Teacher's Name (Printed)

Teacher's Signature

Date

Subject

	Highly recommend	Recommend	Recommend with Reservations	Do not Recommend
Overall Recommendation				

**Thank you for completing this form. Your input is valued.
Please return this form to the counselor indicated on the previous page. Due Friday, January 10, 2020**



VISUAL OR PERFORMING ARTS TEACHER RECOMMENDATION

Student's Name: _____

Teacher: _____

Subject: _____

Counselor: _____

School: _____

Directions to Student: Complete the information above and have a visual or performing arts teacher, public or private, complete this form. Please check all strands to which you are applying. You may check more than one.

- Dance Drama Visual Arts
 Instrumental Music Vocal Music

Directions Teacher: The student listed above is applying for admission to the Visual and Performing Arts Academy program. Please mark the box below that best represents your assessment of this student.

	Almost Always	Often	Occasionally	Rarely	Never
Ease of learning – Enjoys the challenge of problems, assignments, and issues. Learns quickly and is willing to seek extra help when needed.					
Adaptability – Approaches ideas and problems from several directions. Finds alternative means of solving problems. Thinks about ideas in new ways.					
Initiative and Enthusiasm – Is a highly motivated, independent worker Seeks additional tasks; is intellectually curious; and stays actively engaged in activities.					
Persistence – Stays with tasks; relates progress on tasks to accomplishment of larger goals.					
Reasoning – Uses logical, analytical and reasoning and/or creative, divergent thinking to consider ideas or solve problems. (Originality and elaboration of thinking.)					
Reliability and Integrity – Is scrupulous and punctual in fulfilling obligations; readily takes responsibility, submits work on time and displays good work habits.					
Communications – Communicates effectively and appropriately and is willing and able to collaborate with peers.					
Leadership Qualities – Shows respect and tolerance of others' views. Is willing to accept the ideas of others and contributes to the group process. Influences others in a positive manner.					
Success – Displays the ability to succeed in a challenging program.					
Work Ethic – Understands the importance of integrity, responsibility, quality, discipline and has a sense of teamwork.					

Student's Name: _____

Counselor: _____

School: _____

Please provide any comments that might assist us in determining this student's potential to succeed in a rigorous academic program. We are interested in strong academic students who are highly motivated and exhibit mature decision-making skills.

Teacher's Name (Printed)

Teacher's Signature

Date

Subject

	Highly recommend	Recommend	Recommend with Reservations	Do not Recommend
Overall Recommendation				

**Thank you for completing this form. Your input is valued.
Please return this form to the counselor indicated on the previous page.
Due Friday, January 10, 2020**



Governor's STEM Academy and Technology Academy Electronic Portfolio Requirements

Complete two of the eight activities listed below using the following guidelines.

All VBCPS students must submit your electronic portfolio on-line with your application.

If you are not a current VBCPS student, then complete the following steps:

- Create a folder and label it with your last name and then first name.
- Within this folder, save each completed activity in a separate folder. Do not save work as shortcuts, scraps, or password protect the files. Please save all documents in either a Microsoft WORD or pdf. format.
- Save your work to a recordable CD-R. Be sure to clearly **label the disc with your full name and submit it with your paper application.** You are responsible for delivering your disc to the Academy Coordinator, Mrs. Diehl, at Landstown High School in person or mail by the application due date.

Student Products Selection

Read all directions carefully and fully. Select 2 projects from the list of 7 to complete.

1. Create a **newsletter** (no more than four pages) on an issue of personal interest. Integration of proper grammar and formal diction are expected to be evident in the product. No copied or pasted content accepted and the product must be the student's original work.
2. Create a **website** for a business that you would like to open. The business may be an existing or imagined business. There should be a home page and four additional pages that can be viewed in a web browser, and independent of the WWW. For example, you cannot use WIX or other similar web-building software. Copies of existing business pages will not be accepted.
3. Create a **technical guide** (pamphlet, brochure, or multimedia presentation) that explains to novice users how to analyze and solve simple hardware and software problems. Consider problems such as "a job won't print" or "the computer won't turn on."
4. Identify an **engineering problem** and write a 500 - 750 word paper explaining how you would resolve the problem. You may include diagrams, charts, tables, or graphics, if needed to support your solution.
5. Create a floor plan **design** of a business office of 12-15 employees including work areas, break room, bathrooms, door, windows, walls, and furniture. This must be an original design and not copied from a template. You can sketch and scan or use other graphic design tools to construct your design.
6. Create a **working database** for a business such that five employees can enter sales from four products sold (video games, CDs, books, and DVDs). Employees should also be able to track sales by product type or by employee. Enter sufficient data so that the database can be queried.
7. Illustrate and describe in detail a **complex machine** (real or fictional). This must include three (3) main dimensioned orthographic views (front, top, and right side view) and the description of the complexity of the machine or part/subsystem of the machine.



COUNSELOR'S FORM

Directions to the Student: Please fill in the information requested below and give this form to your guidance counselor by **Friday, January 10, 2020**, to complete and forward to the following program(s). In the row of boxes, check all rank your preferences of the programs you are applying for beginning with 1 for the program you are most interested in attending.

Directions to the Guidance Counselor: Complete this application per the checklist below, make copies if necessary, and forward the entire packet to the coordinators of the programs indicated by the applicant. **Incomplete or ineligible applications cannot be processed and therefore should not be submitted to the coordinator(s).** Parents and students should be notified by the guidance counselor that their application will not be processed.

Global Studies and World Languages Academy	Governor's STEM Academy (GSA) and Technology Academy (TA)	Health Sciences Academy	International Baccalaureate Program	Legal Studies Academy	Mathematics and Science Academy	Visual and Performing Arts Academy	Entrepreneurship and Business
(Essay)	(Electronic Portfolio/Essay)	(Essay)	(Admissions Exam)	(Essay)	(Admissions Exam)	(Auditions)	(Essay)
	GSA TA						

Indicate preferences with 1 being the program you are most interested in attending in the boxes above.

Student's Name: _____ Grade Level: _____

Current School: _____

INFORMATION BELOW TO BE COMPLETED BY THE GUIDANCE COUNSELOR

Please write on the back of this form any comments you may wish to share about this student.

Application Checklist (Please ensure all applications are submitted to the coordinator in this order.)

- _____ 1. Student Data Sheet (Pages 1 & 2)
- _____ 2. Admissions Agreement (Page 3)
- _____ 3. Parent's Recommendation Form (Pages 4 & 5)
- _____ 4. Teacher's Recommendation Form #1 (Pages 7 & 8)
- _____ 5. Teacher's Recommendation Form #2 (Pages 9 & 10)
- _____ 6. Teacher's Recommendation Form #3 (Pages 11 & 12)
- _____ 7. Teacher's Recommendation Form #4 (Pages 13 & 14)
- _____ 8. Visual or Performing Arts Teacher Recommendation and Audition Selection (Pages 15 – 17)
- _____ 9. Copy of Standardized Test Scores
- _____ 10. Middle School Report Card and/or transcript, including grades through current 1st semester
- _____ 11. Counselor's Form (Page 19)
- _____ 12. Essay as appropriate

Counselor's signature _____ Date _____

Thank you for assisting in the completion of this non-VBCPS student's application packet.

Aaron C. Spence, Ed.D., Superintendent
Virginia Beach City Public Schools
2512 George Mason Drive, Virginia Beach, VA 23456-0038

Produced by the Department of Teaching and Learning
For further information, please call (757) 263-1980.

Notice of Non-Discrimination Policy

Virginia Beach City Public Schools does not discriminate on the basis of race, color, national origin, sex, sexual orientation/gender identity, pregnancy, childbirth or related medical condition, disability, marital status, age, genetic information or veteran status in its programs and activities and provides equal access to the Boy Scouts and other designated youth groups. School Board policies and regulations (including but not limited to, [Policies 2-33, 4-4, 5-7, 5-19, 5-20, 5-44, 6-7, 7-48, 7-49, 7-57](#) and Regulations [4-4.1, 4-4.2, 5-44.1, 7-11.1, 7-17.1](#) and [7-57.1](#)) provide equal access to courses, programs, counseling services, physical education and athletic, vocational education, instructional materials, and extracurricular activities.

To seek resolution of grievances resulting from alleged discrimination or to report violations of these policies, please contact the Title VI/Title IX Coordinator/Director of Student Leadership at 757.263.2020, 1413 Laskin Road, Virginia Beach, Virginia 23451 (for student complaints) or the Section 504/ADA Coordinator/Chief Human Resources Officer at 757.263.1133, 2512 George Mason Drive, Municipal Center, Building 6, Virginia Beach, Virginia 23456 (for employees or other citizens). Concerns about the application of [Section 504 of the Rehabilitation Act](#) should be addressed to the Section 504 Coordinator/Director of Guidance Services and Student Records at 757.263.1980, 2512 George Mason Drive, Virginia Beach, Virginia 23456 or the Section 504 Coordinator at the student's school. For students who are eligible or suspected of being eligible for special education or related services under IDEA, please contact the Office of Programs for Exceptional Children at 757.263.2400, Laskin Road Annex, Virginia Beach, Virginia, 23451.

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