



Knox Technical Center

308 Martinsburg Road • Mount Vernon, OH 43050 • 740-393-2933
 Website: www.knoxtechnicalcenter.com • Email: KTCinfo@knoxcc.org
 Office Hours: M-Th 7:30 am – 7:00 pm and Fri. 7:30 am – 4:00 pm

KTC REGISTRATION FORM

Career Training Programs

Requires a High School Diploma or Equivalency

Check the program for which you are enrolling

ALLIED HEALTH		BUSINESS		COSMETOLOGY		INDUSTRIAL TRADES	
<input type="checkbox"/>	Health Information Technician	<input type="checkbox"/>	Certified Administrative Assistant	<input type="checkbox"/>	Cosmetology	<input type="checkbox"/>	HVACR
<input type="checkbox"/>	Medical Assistant	<input type="checkbox"/>	IT-Computer Systems & Networking	<input type="checkbox"/>	Nail Technician	<input type="checkbox"/>	Maintenance Technician
<input type="checkbox"/>	Phlebotomy					<input type="checkbox"/>	Welding Certification

NURSING		PUBLIC SAFETY					
<input type="checkbox"/>	LPN to RN Transition	<input type="checkbox"/>	EMT Basic	<input type="checkbox"/>	Firefighter I	<input type="checkbox"/>	Fire Instructor
<input type="checkbox"/>	Practical Nursing	<input type="checkbox"/>	EMT Advanced	<input type="checkbox"/>	Firefighter II	<input type="checkbox"/>	Live Fire Instructor
<input type="checkbox"/>	STNA **	<input type="checkbox"/>	EMS Instructor	<input type="checkbox"/>	Fire Officer I	<input type="checkbox"/>	36VFF
		<input type="checkbox"/>	Emergency Medical Responder	<input type="checkbox"/>	Fire Officer II		

** STNA does not require a high school diploma or Equivalency. Must be 16 yrs or older

Adult Diploma Program (ADP)

Adults 20 yrs. or older who do not have a high school or High School Equivalency (GED) and want to earn a diploma. A registration fee is not required.

<input type="checkbox"/>	ADP - Certified Administrative Assistant (full course – 225 hrs)	<input type="checkbox"/>	ADP – Phlebotomy (full course – 174 hrs)
<input type="checkbox"/>	ADP – HVACR (96 hrs)	<input type="checkbox"/>	ADP – STNA (State Tested Nurse Aid) (full course – 76 hrs)
<input type="checkbox"/>	ADP – Nail Technician (full course – 200 hrs)	<input type="checkbox"/>	ADP – Welding (189 hrs)

APPLICANT INFORMATION (Please print)

Registration Date	First Name	M.I.	Last Name
Maiden name or previous last names			
Mailing address (# and street or P.O. box)		City	State Zip Code
Date of Birth	Gender <input type="checkbox"/> F <input type="checkbox"/> M	Email	
Mobile Phone	Home Phone	Social Security Number	

~ Please turn over and complete the back ~

For Office Use Only

Date Reg Rec'd: _____ Date Fee Rec'd: _____ Received by: _____ Assessment Date: _____

PRIMARY EDUCATION HISTORY

Do you have, or are you completing a high school diploma? YES NO

Year diploma obtained or expected: City State

If you do not have a diploma, do you have a GED? YES NO Year GED obtained:

POST SECONDARY EDUCATION HISTORY

Have you ever attended college or another technical school? YES NO

Have you previously attended Knox Technical Center? YES NO

FINANCIAL AID

Please note that the following programs DO NOT have Federal Financial Aid (Title IV) available because they are not 600 + hours: ✓ Certified Administrative Assistant ✓ Nail Technician ✓ Phlebotomy ✓ STNA ✓ Public Safety

Will you be applying for Federal Financial Aid (Title IV) funding? YES NO Undecided

Are you a U.S. Citizen? (Required information for Financial Aid (Title IV) funding) YES NO

HOW DID YOU HEAR ABOUT US

I heard about Knox Technical Center by:

REGISTRATION/ADMISSION PROCESS

- Complete this registration form and return with a non-refundable registration fee. Fee is honored for one (1) year from receipt date. Cash/Check/Charge accepted. Pay in person or by phone.
 - ✓ Registration fee: \$50 (all career programs)
 - ✓ Nursing pre-entrance fees: Refer to program cost sheet located on the nursing website
- Upon receipt of Registration form and registration fee, applicant will be registered for the WorkKeys assessment. Information about WorkKeys is on our website under the "Register Now" tab.
- To complete registration, applicant must:
 - ✓ Provide HS transcript or GED (if high school transcript is not obtainable, a diploma will be accepted)
 - ✓ Complete any additional requirements established by individual program. Please reference website program page at www.knoxttechnicalcenter.com. A Program Coordinator is available to help you.

I understand that completion of this registration and payment of the registration fee is not a guarantee of program acceptance. YES NO

I agree that upon submission of this Registration form, I will comply with the Knox Technical Center/Knox County Career Center policies. YES NO

By signing, I agree that all information on this Registration is true to the best of my knowledge.

Signature

Date

Knox Technical Center hereby gives notice that it does not discriminate on the basis of age, race, color, national origin, religion, sex, and disability in the educational programs and activities operated by the district. No student shall be denied admission to the Knox Technical Center or to a particular course or instructional program or otherwise discriminated against for reasons of age, race, color, national origin, sex, and disability, or any other basis of unlawful discrimination. The following person has been designated to handle inquiries regarding the non-discrimination policies:

Jane Marlow, KTC Director
email: jmarlow@knoxcc.org
phone: 740.393.2933