

# **MERLO INSTITUTE**

**WE ARE...**

***Motivated***

***Equitable***

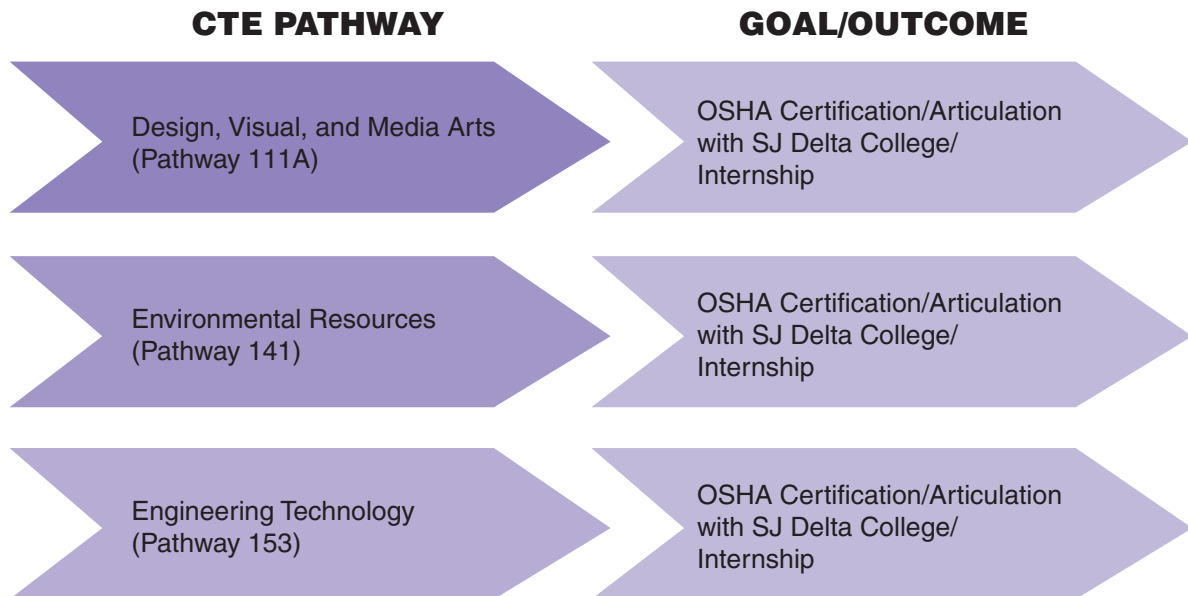
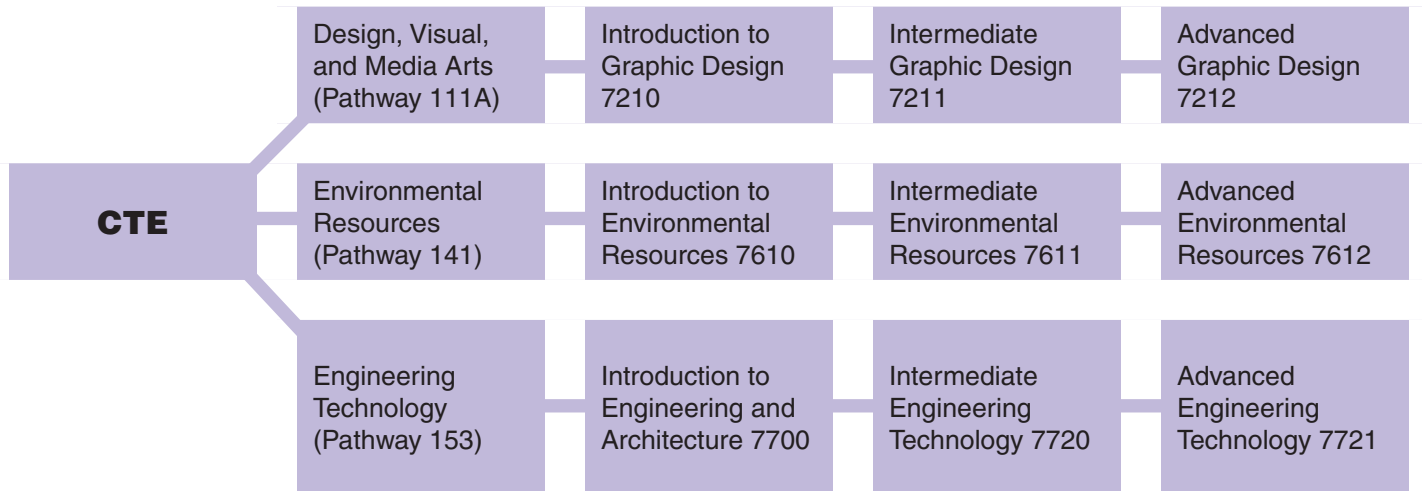
***Responsible***

***Leaders***

***Open - Minded***

# 2020-2021

## Merlo Institute Pathways



# ENROLLMENT APPLICATION

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## STUDENT INFORMATION

FULL NAME \_\_\_\_\_ SCHOOL ID \_\_\_\_\_  
BIRTH DATE \_\_\_\_\_ CURRENT GRADE LEVEL \_\_\_\_\_  
CURRENT SCHOOL \_\_\_\_\_ HOME SCHOOL \_\_\_\_\_

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## SELECT A PATHWAY(S):

- ENVIRONMENTAL RESOURCES: Designed to provide a foundation of knowledge and skills in careers related to energy, environment, and utilities
  - ENGINEERING TECHNOLOGY: Designed to provide a foundation in the engineering sector pathways and occupations
  - DESIGN, VISUAL & MEDIA ARTS: Designed to provide students with an in depth understanding of digital design tools, processes and systems common to careers in graphic arts and digital
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## PARENT INFORMATION:

FULL NAME \_\_\_\_\_ EMAIL \_\_\_\_\_  
HOME ADDRESS \_\_\_\_\_  
MAILING ADDRESS \_\_\_\_\_  
HOME PHONE \_\_\_\_\_ CELL PHONE \_\_\_\_\_

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## DOCUMENTS REQUIRED TO COMPLETE APPLICATION:

- Essay
- Resume
- Current report card (*elementary applicants*)
- Current transcript (*high school applicants*)
- Attendance report
- Completed academic & personal recommendation grid from a teacher or counselor
- Discipline report

## GENERAL INFORMATION:

- ★ Does your child have a current IEP (*Individualized Education Plan*)? (*If yes, please attach a copy*)  
 YES      NO
  - ★ Is your child an ELP (*English Language Program*) participant?  
 YES      NO
  - ★ Is the student currently pending disciplinary action or under an expulsion order?  
 YES      NO
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## FOR OFFICE USE ONLY

APPLICATION RECEIVED: \_\_\_\_\_ DATE OF INTERVIEW: \_\_\_\_\_  
STATUS:      YES      NO      WAITING LIST      OTHER:

# Student Expectations

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The following are the expectations for each student who elects to attend Merlo Institute.

Check  each statement indicating your understanding and agreement.

- I will successfully complete all classes with a grade of "C" or above.
  - I will devote a minimum of 2-4 hours each evening to homework, study, and review.
  - I understand there is a dress code policy and I will abide by it.
  - I will arrive to school every day on time. When required to be absent have a parent or guardian call and notify the school that day.
  - I will conduct myself at all times in a mature manner.
  - I will achieve at a high academic level at Merlo Institute, including A-G courses, to prepare myself for college. I clearly understand that if either my cumulative high school GPA drops below a 2.5 or I receive an "F" in any class, I will be placed on Academic Warning. After two (2) consecutive semesters with either of the above conditions, or any single semester with a cumulative GPA below a 2.0, I will be placed on Academic Probation. Any combination of three semesters of either Academic Warning or Academic Probation may result, at the sole discretion of Merlo Institute Principal, in Academic Dismissal, and I may be asked to return to my home area high school.
  - I will successfully complete all SUSD graduation requirements.
  - I will apply to, attend, and graduate from a four-year college or university.
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## Student Acknowledgment(s)

If admitted to Merlo Institute I understand and agree to comply fully with the student expectations. I understand and acknowledge that my conduct at Merlo Institute is as essential as my success and that I will be held fully accountable for reasonable grades, attendance, proper attire, and good standing behavior.

STUDENT NAME (*PRINTED*): \_\_\_\_\_

STUDENT SIGNATURE: \_\_\_\_\_ DATE: \_\_\_\_\_

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## Parent Acknowledgment(s)

I/we, as a parent/guardian of this student, understand the student expectations. Further, I/we acknowledge and understand our student's obligation to conduct themselves in full compliance with reasonable grades, attendance, proper attire, and good standing behavior. Parent(s)/Guardian(s) are strongly encouraged to participate with the School Site Council and volunteer time at our school. All volunteers must be approved.

If interested, you can apply at [www.beamentor.org/stockton](http://www.beamentor.org/stockton).

PARENT NAME (*PRINTED*): \_\_\_\_\_

# Academic and Personal Recommendation Grid

**The Academic and Personal Recommendation grid is broken down into two areas:**

Academics and Personal, and helps us to confirm that Merlo Institute is the optimum fit for this student's high school experience. For each descriptor, please check-mark (✓) the box in the appropriate column, which, in your opinion, best describes the student. A relative numerical value is shown for your reference. Use the additional comments area to add any information that you believe would assist our decision making process. Thank you for your assistance.

Academics	Outstanding (5)	Excellent (4)	Above Average (3)	Average or Below (1)
Intellectual Ability				
Intellectual Curiosity				
Ability to Work:				
Independently				
Cooperatively				
Self-Motivation				
Creativity/Originality				
Personal	Outstanding (5)	Excellent (4)	Above Average (3)	Average or Below (1)
Self Confidence				
Leadership Potential				
Respect for:				
Authority				
Self				
Peers				
Responsibility				
Overall Recommendation <i>(Please only check one)</i>	Outstanding	Excellent	Above Average	Average or Below

STUDENT'S NAME: \_\_\_\_\_

RECOMMENDED BY: \_\_\_\_\_ POSITION: \_\_\_\_\_

SIGNATURE OF RECOMMENDER: \_\_\_\_\_ DATE: \_\_\_\_\_

RECOMMENDER CONTACT NUMBER: \_\_\_\_\_



## Resume Sample

Merlo Institute  
1670 East 6th Street • Stockton, Ca, 95206  
(209) 933-7190 • MerloIET@stocktonusd.org

### Objective:

To secure a challenging position at Merlo Institute in the Engineering Technology pathway where I may expand my learnings, knowledge, and skills for successful employment.

### Education:

River High School, Stockton, Ca, 95209  
Current grade: 9 / Current GPA: 2.5

**Skills/Abilities:** Organized, knowledge of Microsoft Word, artistic, creative writing Awards: Citizen of the month, Perfect Attendance

### Employment:

Babysitting 2018-2019  
Housework 2018-2019  
Tutoring 2016-2019

## Essay Sample

### 1st Paragraph: Introduction

- Please tell us about yourself, your name, age, what school you are currently attending. What classes are you currently taking and what classes do you like most?

### 2nd Paragraph: Main Body

- What Pathway(s) are you interested in?
- What do you like to do in your spare time; any hobbies?
- What are some activities you are involved with?
- What are some of your current and future goals?

### 3rd Paragraph

- Why would you be interested in attending Merlo Institute?
- How would attending Merlo Institute benefit you in your future career or education choices?
- What are your goals after graduation?

# Dress Code

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## **ONLY COLLARED SHIRTS:**

- Solid Colors: Black, White, or Gray
- Shirts must be tucked in
- Layers are permitted if in uniform colors
- No bare midriffs

## **PANTS/SKIRT:**

- Solid Colors: Khaki/Beige or black (NO LOGOS)
- Pants should be worn at the waist (no sagging pants)
- Skirts must be at least knee length
- No Capri pants or shorts
- No levi/denim jean type material

## **JACKETS/SWEATERS AND JACKETS:**

- Solid Colors: Black, White, or Gray (NO LOGOS)

## **SHOES:**

- Solid Colors: Black, White, Black, or Brown athletic/tennis shoes
- No stiletto heels, platform, open-toed or backless shoes
- No red or blue shoelaces

## **ITEMS NOT ACCEPTABLE:**

- Hats, caps, scarves, hoods, sunglasses, beanies or head coverings of any type
- Rubber bands around pant legs
- Blue or Red clothing or articles of any kind
- Unnatural hair color- Red, Green, Blue, etc. Hair should be neatly combed, off the face and well groomed
- Body piercings are discouraged for all students