



☐ Seeking HS Credit

☐ Not Seeking HS Credit

High School Student Pre-Registration

Name _____ SLCC SID _____

Address _____

Phone _____ Email Address _____

High School _____ Grade Level _____ Gender _____

District _____ School Code _____ (3 digit school code)

SLTC Program or Course _____ Location _____

Requested Start Date: _____

Requested Schedule:

Monday	Tuesday	Wednesday	Thursday	Friday

CTE Coordinator Name _____ Email _____

CTE Coordinator Phone Number _____ Fax _____

Parent/ Guardian Signature _____ Date _____

CTE Coordinator Signature _____ Date _____



Student Registration Process

All Career and Technical Education (CTE) open-entry/open-exit programs and courses are available for enrollment year-round. Students may begin in any week that school is in session provided there are openings for the program of interest.

For high school students the enrollment process is as follows:

- The student meets with the home high school CTE Coordinator/career counselor.
- The CTE Coordinator/counselor determines whether the student has the aptitude to succeed in the program/course and whether high school credit is being sought by student. Pre-enrollment requirements vary by program and should be assessed prior to referring the student. Please visit the Salt Lake Technical College (SLTC) Website, <https://www.slcc.edu/sltech/>, or call 801-957-4073 for specific [program requirements](#).
- The counselor helps the student fill out the SLTC high school student pre-registration form, complete with the CTE Coordinator/counselor's signature. The student's parent or guardian's signature is also required and is typically obtained at the time of the registration.
- The student will need to complete the registration process with an SLTC advisor as outlined below:
 - Meet with an advisor for an initial interview
 - Provide a completed high school student pre-registration form
 - Complete a [SLCC Application](#) for enrollment online (application fee required)
 - Complete the CASAS assessment for Math and Reading
 - Provide records of immunizations, or other requirements, where needed
 - Payment of student fees and applicable program/lab fees, and/or purchase of required books/supplies is necessary to start
- The school counselor may receive progress reports by contacting the assigned SLTC advisor.
- Where required, the student's home high school issues the appropriate credit based on their criteria. The SLTC instructor will only recommend grades at each end-of-term when requested in writing by the home high school counselor.
- Eligibility for free tuition expires June 30th of each year. If the student is still in high school and for continued access to training, a new updated form must be re-submitted prior to this date.
- A student who graduates from high school will no longer be eligible for free tuition after June 30th of the graduation year.

SLTC Contacts:

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