



**James Rumsey**  
Technical Institute

**3274 Hedgesville Road  
Martinsburg, WV 25403-0259  
304-754-7925**

Dear Prospective JRTI Student:

Thank you for your interest in James Rumsey Technical Institute. We are very proud of our 45 year tradition of serving students from Berkeley, Jefferson and Morgan counties and preparing them for future career and educational goals.

As our programs embrace the Simulated Workplace initiative, JRTI is committed to providing students with real life application of skill that need to be acquired. Our application process is the first step in providing students with this important experience. Students for the 2016-2017 classes will be selected from those who complete the application process.

Completed Applications will be turned in to your guidance counselor, who will provide JRTI with a copy of your transcript. Students interested in any JRTI program must:

- ▶ Complete an Application Packet Application (Select 2 programs only )
- ▶ Attend an interview by the Program Instructor, if required. Interviews are held during second semester.

For additional information visit our website at <http://www.jamesrumsey.com> where you may find contact information for instructors or call 304-754-7925.

Sincerely,

Donna Van Metre  
Director/Principal

DVM/dlb



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# Admission Application

<b>JRTI USE ONLY</b>	
___Accepted	___Not Accepted
Comments: _____	
_____	

Applications should be submitted as early as possible, as they will be processed in the order they are received. The application packet and documentation must be turned in to your high school counselor when you meet to schedule your courses for next year.

### Personal Data

Name \_\_\_\_\_  
Last First Middle High School

Mailing Address \_\_\_\_\_  
Street City State Zip

Home Phone \_\_\_\_\_ Cell Phone \_\_\_\_\_ WVEIS # \_\_\_\_\_

Date of Birth \_\_\_\_\_ E-Mail Address \_\_\_\_\_

### Emergency Information

Parent/Guardian \_\_\_\_\_

Email Address \_\_\_\_\_

Telephone (Work) \_\_\_\_\_ (Home) \_\_\_\_\_ (Cell) \_\_\_\_\_

### Program Desired: (please place a 1 and 2 beside your 1<sup>st</sup> and 2<sup>nd</sup> choices)

- |                               |  |                                     |
|-------------------------------|--|-------------------------------------|
| ___ Welding                   | ___ Electrical Technician  | ___ Masonry                         |
| ___ Automotive Tech           | ___ Emergency & Firefighting                                       | ___ ProStart (Culinary)             |
| ___ Carpentry                 | ___ Multimedia Publishing  | ___ Robotics                        |
| ___ Cisco IT Networking       | ___ Graphic Design   | ___ Therapeutic Serv. (Health Care) |
| ___ Diesel Technology         | ___ Law & Public Safety  | ___ Web Design and Gaming           |
| ___ Early Childhood Education | ___ Advanced Information Technology (Advanced Careers Informatics) |                                     |

What is your reason for wanting to enroll in this program?

1<sup>st</sup> Choice: \_\_\_\_\_  
\_\_\_\_\_

2<sup>nd</sup> Choice: \_\_\_\_\_  
\_\_\_\_\_

Date \_\_\_\_\_ Applicant's Signature \_\_\_\_\_

As required by Federal laws and regulations, James Rumsey Technical Institute does not discriminate on the basis of sex, race, color, religion, disability, age, national origin, or lack of English skills in employment or in its educational programs and activities.

