



LENAPE TECHNICAL SCHOOL
2215 CHAPLIN AVENUE
FORD CITY, PENNSYLVANIA 16226

LenapeTech
Education at Work

GUIDANCE OFFICE
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December 11, 2015

Dear parent/guardian of SAMPLE,

Thank you for your interest in Lenape Tech. We have received your child's application and look forward to being an integral part of her educational future. She has already taken a significant step in her future by applying to Lenape Tech. This letter indicates the next few steps that will take place in her application process.

1. Create a Career Cruising account: (contact Lenape guidance if you have any questions)
 - a. Go to www.careercruising.com
 - b. Log in using Username: lenape
Password: careers
 - c. Using the drop down box next to "Login to My Plan" click "Create My Plan"
 - d. Enter your information and click "Create My Plan"
2. This website will also provide her with information on preparing for her employment and post-secondary education. To access these activities, log on to www.careercruising.com and select "Assessments" found on the menu bar that appears at the top of the page. Complete the following 3 assessments:
 - Career Matchmaker – Be sure to complete the original 39 questions plus the additional 77 questions, for the best results.
 - My Skills – Be sure to complete all 45 questions, for the best results.
 - Learning Styles – Be sure to complete all 20 questions, for the best results
3. Lenape Guidance will be visiting her high school soon to interview prospective students. Prior to her interview, we would like to know more about her interests and abilities so please have her complete the above mentioned assessments.
4. The interview dates for his high school will be announced by her guidance department once the date has been scheduled.
5. Following her interview, we will monitor her academic achievements and attendance, so be sure to encourage her to work hard to maintain good grades as she looks forward to her enrollment at Lenape Tech.
6. At the conclusion of this school year, we will receive her transcripts from her high school counselor. We will review her transcript and send you a letter with our decision regarding her enrollment at Lenape Tech.

If you or your child have any questions, do not hesitate to contact us.

Sincerely,

Daniel B. Jones
Guidance Counselor
(724) 763-7116 ext. 3308

Michele Ligus
Guidance Counselor
(724) 763-7116 ext. 3306