

**Froedtert & the Medical College of Wisconsin  
St. Joseph's Hospital Campus  
Hartford School District**

**Health Care Career Academy**

**Application Process**

1. Interested students (current sophomores and juniors who will turn 16 on or before July 23, 2018), must complete and submit an application with the following attached:
  - A completed Application Cover Sheet/Agreement.
  - Two references from adults on the forms provided in a sealed envelope. The signature of the person writing the reference must be written across the seal. References from peers or family members will not be accepted (At least one reference must be a current HUHS teacher but only one being from the HUHS Science Department).
  - An essay of one, word-processed page with 12 font, double-spaced text for each question listed below.
2. Turn in completed application materials to Mr. Duhr before Friday, March 2, 2018 at 3:00 p.m.

High school staff will review the applications and use a checklist to determine top candidates. Accepted applicants will be interviewed for eight positions. The checklist will include attendance, grade point average, related classes, experiences, references, essay, and completeness and timeliness of application. Candidates will not be considered for the program if the application is incomplete and/or is turned in after the due date. High school staff will notify students by Thursday, March 8, 2018 if they are invited to interview.
3. An interview team will conduct individual student interviews the week of Monday, March 19, 2018. Final 8 candidates and 3 alternates will be selected.
4. Selected candidates for the Health Care Career Academy will be notified no later than Thursday, April 5, 2018.
5. Selected candidates will be required to submit completed forms from the hospital including, but not limited to, a student health record, observer paperwork, and documentation of a current TB skin test.
6. Online Safety 2018, Compliance 2018 and Handbook 2018 modules must be completed by Thursday, May 24, 2018.

Career rotations will be held from Monday, July 23 through Friday, August 3, 2018. Students are **required** to attend **all** days of career rotations.



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**Application Cover Sheet/Agreement**

Student Name (*Print*) \_\_\_\_\_

Date of Birth \_\_\_\_\_ Age \_\_\_\_\_ Grade Level (in fall 2018) \_\_\_\_\_

Address \_\_\_\_\_

City/State \_\_\_\_\_ Zip Code \_\_\_\_\_

Student Cell Phone \_\_\_\_\_ Evening Phone \_\_\_\_\_

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

Career Aspiration: \_\_\_\_\_

Mother: Full Name \_\_\_\_\_

Cell Phone \_\_\_\_\_

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

Father: Full Name \_\_\_\_\_

Cell Phone \_\_\_\_\_

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

**Agreement**

- All information provided above is true, accurate, and complete along with the materials submitted for application.
- I understand my son/daughter is applying for an opportunity to be part of the Health Care Career Academy sponsored jointly by Froedtert & Medical College of Wisconsin- St. Joseph's Hospital Campus and the Hartford School District.
- I understand and agree that my son/daughter is required to be present every day of the Academy.  
The Academy dates: Monday, July 23 – Friday, August 3, 2018.
- As a student in the program, I agree to attend every day, come prepared, participate in all required activities, and maintain confidentiality at all times.
- I agree to have my attendance record and school transcript released by the school to be reviewed during the application process.

Parent signature/date: \_\_\_\_\_ Date: \_\_\_\_\_

Student signature/date: \_\_\_\_\_ Date: \_\_\_\_\_



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**Essay Questions**

Please limit your responses to one, word-processed page, double-spaced (12 font) per question.

1. What personal qualities do you feel you have that would make you a good candidate for the Health Care Career Academy?
2. What do you hope to gain from this experience if you are chosen?



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**Reference Form**

Student's Name \_\_\_\_\_

Compared to others, how do you rate this student in terms of:

	<i>No Basis</i>	<i>Below Average</i>	<i>Average</i>	<i>Above Average</i>	<i>Excellent</i>
Academic Achievement	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Intellectual Promise	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Disciplined Work Habits	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Maturity	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Motivation	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Communicates Well	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Leadership	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Integrity	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Reaction to Setbacks	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Concern for Others	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Self-Confidence	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Initiative, Independence	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Personal Qualities and Character	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Attendance	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Responsibility	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Attitude	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Effort	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Interpersonal Skills	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Personal Ethics and Values	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Overall	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Ability to Prioritize	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Punctuality	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>

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**Reference Form**

Student's Name \_\_\_\_\_

How long have you known this student and in what context?

What personal qualities do you feel this student has that would make him/her a good candidate for this Health Care Career Academy?

Please state your thoughts on how willing you would be to trust this person with confidential information?

Is there anything else you would like to share with the selection committee?

Name \_\_\_\_\_ Title \_\_\_\_\_

Phone # ( \_\_\_\_\_ ) \_\_\_\_\_ Email \_\_\_\_\_

Signature \_\_\_\_\_ Date \_\_\_\_\_

**After completion, return this reference form (2 pages) in a sealed envelope to the student.  
Please sign your name across the sealed flap of the envelope.**