

The staff and administration at West-MEC are pleased with your interest in the \_\_\_\_\_ Central Program. We are strong supporters of students seeking success both in high school and in a career pathway.

.....

**West-MEC Student Success Action Plan for Central Program Candidate 2018-19  
(Applicant - rubric score <35)**

Your application to West-MEC scored below the minimum rubric score of 35 points needed for placement in the program at this time. There is still time for you to focus on areas for improvement which will help you be a stronger candidate for your program should an opening become available for you to enroll. Your focus for the remainder of the school year on the areas listed below will better demonstrate that you are ready to succeed in school and a career.

- Maintain grades of C or higher in your high school courses
- Maintain fewer than 3 total absences and/or tardies (for any reason)
- Maintain a clean discipline record with no incidents
- Visit the Central Program (ex: open house, schedule a tour, calculate your drive time to the program)

.....

**West-MEC Application Action Plan for Central Program Candidate 2018-19  
(Applicant – grade requirements not met)**

Your application to West-MEC did not meet the requirements in one or more areas. Please submit alternate documents for consideration:

----- PROVIDE DOCUMENTATION FOR ALL OF THE FOLLOWING THAT APPLY TO DEFICIENCIES -----

- Application with score of 35 or higher on the rubric
- AZMerit ELA proficient, (2577 score attached), is alternate for C/higher in English, 1 credit  
*(NOTE: State board requirements do not allow alternative admission for Cosmetology and Aesthetician)*
- AZMerit Algebra proficient, (3681 score attached), is alternate for C/higher in Algebra, 1 credit
- AIMS Science meets standard, (score attached), is alternate for C/higher in Science, 1 credit
- As needed, interview/portfolio examination with West-MEC Central Program Instructor

.....

**(COMPLETE ALL SECTIONS ON BOTH SIDES OF FORM THAT APPLY)**

.....

**West-MEC Student Success Action Plan for Central Program Candidate 2018-19  
(Applicant – Early Graduate)**

Your application to West-MEC indicates early graduation from high school. Please attach Early Graduation Plan with parent/counselor/student signatures to the West-MEC application. Please be informed that due to age requirements, internships, certification and employment in the desired career field may be restricted to West-MEC program completers under the age of 18.

----- **PROVIDE THE FOLLOWING DOCUMENTATION** -----

- Application with Yes box checked for early graduation
- Early Graduation Plan with parent/counselor/student signatures

I have read and understand the above information.

\_\_\_\_\_  
Parent Signature

.....

We wish you much success in your endeavors and look forward to the opportunity to work with you in the future.

Sincerely,

\_\_\_\_\_  
Marilynn Babyar  
West-MEC  
Director of Student Services  
[marilynn.babyar@west-mec.org](mailto:marilynn.babyar@west-mec.org)  
623.738.0019

\_\_\_\_\_  
Counselor Signature

\_\_\_\_\_  
Student Signature

**(COMPLETE ALL SECTIONS ON BOTH SIDES OF FORM THAT APPLY)**