Salem County Vocational Technical School

ADMISSIONS HANDBOOK

APPLICANTS FOR 2027-2028 SCHOOL YEAR

Salem County Vocational Technical School
880 Route 45
Woodstown, NJ 08098

Contact Information:
Phone: (856) 769-0101
Website: www.scvts.org
Email: admissions@scvts.org

The Salem County Vocational Technical School District does not discriminate based on race, color, ethnicity, national origin, religion, creed, sex, age, parental status, physical disability, learning disability, or sexual orientation.

WELCOME TO SALEM COUNTY VOCATIONAL TECHNICAL SCHOOL

Salem County Vocational Technical School (SCVTS) is proud to offer exceptional career and technical education programs that prepare students for success in college, careers, and life. Any Salem County student may apply for the high school programs or academies available through SCVTS. A wide array of career and technical programs are offered at the Salem Tech campus as both full and shared-time options. The Host-Site Academies are additional full-time options offered thanks to an articulation with our K-12 district partners around the county. Tuition for all our high school offerings is free to county residents, and transportation is provided by the student's resident school district.

This handbook provides important information about the admissions process for students applying to enter ninth grade in September 2026. Please read this information carefully and follow all instructions to ensure your application is complete and submitted on time.

PROGRAM ACCESSIBILITY

Career and technical programs at Salem Tech and the arts, science and technology academies at SCVTS host-site schools are free of bias and accessible to all students regardless of race, ethnicity, national origin, gender, physical disability, learning disability, religion or creed. Specific efforts are made to introduce students into non-traditional career pathways for male and female students.

If a student is hearing impaired, the SCVTS Supervisor of Admissions & Recruitment will work with the student's sending school to have an ASL interpreter communicate the program information. If the sending school does not have an ASL interpreter, the SCVTS Supervisor of Admissions & Recruitment will make arrangements through the Salem County Office of the Disabled.

If a visually impaired student is attending an on-site recruitment activity at Salem Tech, such as a school/program tour or a shadowing visit, the SCVTS Supervisor of Admissions & Recruitment will make the appropriate accommodations in the school and/or shop during the visit to ensure the student's safety and accessibility.

If an ESL student needs program and admissions information, the SCVTS Supervisor of Admissions & Recruitment will make arrangements through the student's sending school to have the information translated and shared. If the sending school cannot provide translation services, the SCVTS office of admissions will utilize district resources to communicate the information directly to the student.

ADMISSIONS BASICS

Eligibility Requirements

- Applicants for full-time enrollment must currently be in 8th or 9th grade as of September 2026. Applicants for shared-time enrollment must currently be in 10th or 11th grade as of September 2026.
- Applicants must be residents of Salem County or from a county that does not offer the specific career & technical program the student wishes to pursue.
- Admitted applicants for full-time enrollment will begin their ninth-grade year in September 2027.

Residency Requirements

An applicant is considered a Salem County resident if they are domiciled in Salem County during the 2026-2027 academic school year. A domiciled address is listed on the Federal tax return and driver's license.

If a resident county does not offer the career & technical program to which the student wishes to apply, they are eligible to apply to SCVTS. If accepted, the parent or guardian is required to provide proof of tuition and transportation payment from their resident district.

Career Program Selection

- On the Salem Tech form, applicants must apply to only one career program. Applicants are welcome to apply for multiple Host-Site Academy programs.
- Applicants can change their career program choice until January 29, 2027, by contacting the office of admissions via email at admissions@scvts.org
- No requests for changes will be accepted after this date

ADMISSIONS REQUIREMENTS

The admissions review process takes into account the following factors:

1. 7th Grade Final Grades & 8th Grade Mid-Year

Seventh-grade final grades as well as grades for the first half of the 8th grade year for **English, Math, Science, and Social Studies** will be collected by the office of admissions from your child's current school. Additionally, the admissions office will collect each applicant's attendance record the 8th grade school year plus the results of a recent district academic assessment (completed either during the current year or during the latter half of 7th grade).

2. SCVTS Admission Test (LinkIt ELA & Math)

All full-time Salem Tech and SCVTS Host-Site Academy applicants are required to take the SCVTS admission test which consists of the 8th Grade LinkIt ELA and Math assessments. Testing may be conducted at your child's current school during the late winter, or you will be contacted to register for a testing date hosted on the campus of Salem Tech.

LinkIt Testing Details:

- LinkIt testing covers Math and Language Arts
- Each test section consists of 35 multiple choice questions
- The test is untimed, and students are permitted to use a calculator for the Math section

3. Admission to the Academies of Performing Arts (Dance, Music, and Theater) Requires an Audition

Applicants will not have access to the audition score results.

Note: Students applying to the Academies of Performing Arts – Dance & Theater hosted at Arthur P. Schalick HS and Instrumental/Vocal Music hosted at Pennsville Memorial HS – are required to participate in an audition session. These sessions could be individual or group sessions, depending on the discipline. Auditions will be scheduled through the SCVTS office of

admissions during the winter and will take place at the Academy's host school in the late winter/early spring.

4. Admission to the Academies at Woodstown High School (Communications and Finance & Business) Requires an Interview

Applicants will not have access to the interview score results.

Note: Students applying to the Academies hosted at Woodstown HS – Communications or Finance & Business – are required to participate in a 'virtual' admission interview conducted by WHS academy staff and administration. Interviews will be scheduled through the SCVTS office of admissions and will take place during the late winter/early spring.

5. Admission to the Academies of Creative Arts (GMT and Visual Arts) Requires a Portfolio and an Interview

Applicants will not have access to the portfolio/interview score results.

Note: Students applying to the Academies of Creative Arts – GMT hosted at Pennsville Memorial High School or Visual Arts hosted at Arthur P. Schalick HS – are required to submit a portfolio consisting of student works as well as participate in an admission interview. Applicants will be provided with the portfolio requirements and additional instructions after the application is received by the SCVTS office of admissions. Interviews will be scheduled through the SCVTS office of admissions and will take place in the late winter/early spring.

6. Admission to the Academy of Computer Science and the Academy of Exercise Science & Kinesiology Requires an Interview

Applicants will not have access to the interview score results.

Note: Students applying to the Academy of Computer Science or the Academy of Exercise Science & Kinesiology (both hosted at Arthur P. Schalick HS) are required to participate in an admission interview conducted by academy staff and/or the Schalick HS athletics department. Interviews will be scheduled through the SCVTS office of admissions and will take place during the late winter/early spring.

APPLICATION DEADLINE

All Salem Tech and SCVTS Host-Site Academy applications must be received by no later than 11:59 p.m. on **January 29, 2027**. Applications will not be accepted after the deadline.

SCVTS APPLICATION PROCESS

Step 1: Application Submission

I: Obtain the Salem Tech and/or SCVTS Host-Site Academy application

The Salem Tech and Host-Site Academy applications can be downloaded directly from the district website (www.scvts.org) or can be obtained by mail or email by contacting the SCVTS office of admissions (admissions@scvts.org).

II: Complete Application Information

Please plan to have the following information ready when completing your application:

- Name, address, and Date of Birth
- The full name and address of the school district you live in
- The name and address of the middle school the applicant attended

III: Submit the completed application by no later than January 29, 2027

Completed, signed applications may be submitted to the SCVTS office of admissions by any of the following means:

- By mail to: *SCVTS, Attn: Office of Admissions, 880 Route 45, Woodstown, NJ 08098*
- By email to admissions@scvts.org. Proper scans in PDF format only. Photos of applications will not be accepted.
- In Person: Applications can be dropped off in the Salem Tech main office during regular school hours

IV: Confirmation Letter

Upon receipt and processing of the application by the SCVTS office of admissions, a confirmation letter will be mailed to the attention of the parent/guardian at the residential address listed on the application.

Step 2: Admission Testing & Academy Auditions and Interviews

All full-time Salem Tech and Host-Site Academy applicants will be required take the SCVTS admission test consisting of the LinkIt ELA and Math assessments. (NOTE: *Shared-time applicants are not required to take an admission test*.)

SCVTS will offer all middle schools and K-8 districts in Salem County the opportunity to host an admission testing session on their campus during school hours. Therefore, admission testing for most applicants will take place at their current school during the late winter on a

date agreed upon by SCVTS and the host school. NOTE: It is the responsibility of the host school to communicate the date of the admission test to the students and parents/guardians.

SCVTS will hold a minimum of three admission testing sessions on the Salem Tech campus in late February and/or early March for applicants that fall into one of the following categories:

- County residents whose public school has chosen not to host an admission testing date
- County residents who attend a non-public school or are homeschooled
- Non-County residents applying for a program/academy that is not available in their resident county

The SCVTS office of admissions will contact these applicants in early February with a list of testing dates and registration instructions.

Additional Admission Processes for Host-Site Academies

The following Host-Site Academy programs require an additional admission step beyond admission testing and academic review:

- Communications Academy (Woodstown HS) – 'Virtual' interview
- Computer Science (Schalick HS) – Interview
- Dance (Schalick HS) – Studio audition
- Exercise Science & Kinesiology (Schalick HS) – Interview
- Finance & Business (Woodstown HS) – 'Virtual' interview
- Graphics in Multimedia Technology (Pennsville HS) – Portfolio and interview
- Instrumental Music (Pennsville HS) – Audition
- Theater (Schalick HS) – Stage audition
- Visual Arts (Schalick HS) – Portfolio and interview
- Vocal Music (Pennsville HS) – Audition

Information and further details about each specific admission process will be provided to the applicant once the application is received and processed. Appointments for all interviews, auditions and portfolio reviews will be scheduled through the SCVTS office of admissions in coordination with academy personnel at each host site.

Step 3: Admission Decisions

All applicants will receive a letter through the mail with their admission decision in early **April 2027**. This correspondence will be sent to the attention of the parent/guardian at the residential address listed on the student's original SCVTS application.

Step 4: Acceptance & Enrollment

I: Accept or Decline Admission

Students that are accepted for Salem Tech or a Host-Site Academy will receive an email with a link to the SCVTS New Student Registration and Health History forms. By completing these forms, the parent/guardian is affirming acceptance of their child's enrollment spot at Salem Tech or the Host-Site Academy. Students wishing to decline acceptance to SCVTS should click on the appropriate link in the email to decline their enrollment spot.

II: Complete Student Information

By completing the New Student Registration and Health History forms, the parent/guardian is providing the SCVTS office of student information services with the student's specific information for our PowerSchool Student Data System.

III: Honors Courses Request

Accepted students will receive an email in **May/June 2027** to request Honors academics (Math, History, Language Arts, Science) for the 2027-2028 school year. The SCVTS school counseling team will review these requests and build the incoming freshmen schedules over the summer.

Step 5: Freshman Orientation

A Freshman Orientation event for all incoming 9th grade students will be held at Salem Tech in late August. Students will meet the administrators and school counseling staff; take a tour of the campus; and receive information on class schedules, locker assignments, Chromebooks, and PowerSchool. Parents/Guardians will receive an email with the date of the event and a registration link during the early stages of the summer recess

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SCVTS STUDENT SHADOWING

Prospective students are welcome to schedule an admission visit to Salem Tech prior to acceptance to the school. These 'shadowing' visits will be set up by the SCVTS office of admissions beginning in early February coinciding with the start of the 2nd Semester of the school year. Parents/guardians may sign their child up for a shadowing visit by completing the Shadowing Request Form at the annual Open House, or they can simply contact the SCVTS office of admissions (admissions@scvts.org) at any time during the admission cycle.

Please note that shadowing visits are not mandatory but are highly encouraged as they provide students with a realistic experience of their program interest.

Shadowing visits at the SCVTS Academies hosted at **Penns Grove High School** (Engineering), **Pennsville High School** (GMT, Instrumental Music, Vocal Music), **Schalick High School** (Dance, Exercise Science, Theater, Visual Arts) and **Woodstown High School**

(Communications, Finance & Business) are offered at the discretion of the host school district. In certain cases, shadowing visits are offered as a group event or a one-on-one experience for the student. Please contact the SCVTS office of admissions (admissions@scvts.org) for further information.

SCVTS OPEN HOUSE & ACADEMY INFORMATION SESSIONS

The annual SCVTS Open House event is designed for students and parents to get an up-close look at SCVTS by touring the facility, seeing the shops in action, and meeting the people—both teachers and current students—who make Salem Tech a unique educational environment.

Scheduled Open House Date at Salem Tech:

Wednesday, October 14, 2026 from 6-8 p.m.

Open House Details

- Our Open House event is held for students and parents to visit our shops, meet the teachers and answer questions about career programs that SCVTS offers
- Registration is not required; everyone is welcome!
- The event begins at 6 p.m. in the school gymnasium with a brief presentation by school administration
- Representatives from the SCVTS Host-Site Academies will be on hand to present opportunities in their programs and answer questions.

Academy Information Night Dates

Each partner high school district that features an SCVTS Academy program will host their own Academy Information Night session to highlight the program(s) unique to their campus. Attendance for applicants at these sessions is not required, but is highly encouraged as a means to familiarize the student and their family with both the Academy as well as the host-site facilities and staff. Important dates and information—such as shadowing opportunities—are discussed at these sessions.

@ Pennsville High School – Monday, November 23, 2026

(GMT; Instrumental Music; Vocal Music)

@ Penns Grove High School – <u>Tuesday, October 27, 2026</u>

(Engineering)

@ Woodstown High School – <u>Tuesday, November 17, 2026</u>

(Communications; Finance & Business)

@ A. P. Schalick High School – <u>Wednesday, October 21, 2026</u>

(Computer Science; Dance; Exercise Science; Theater; Visual Arts)

*Each session begins at 6:00 p.m., with the exception of Woodstown HS (6:30 p.m.)

CAREER PROGRAMS OFFERED

Salem County Vocational Technical School offers a diverse range of career and technical education programs designed to prepare students for success in high-demand industries.

Career and Technical Education (CTE) Programs

- Agricultural Sciences
- Air Force Jr. ROTC
- Allied Health Professionals
- Automotive Studies (Auto Tech & Auto Collision Repair)
- Child Care & Early Childhood Education
- Computer Assisted Design & Drafting (CADD)
- Construction Technology
- Cosmetology
- Culinary & Pastry Arts
- Electrical Technology
- Energy Applications
- HVAC
- Law Enforcement & Public Safety
- Medical Sciences
- Supply Chain Management
- Welding Technology

Students wishing to pursue one of these CTE programs should complete the **Salem Tech** application.

All programs—with the exception of the Medical Sciences program—are offered as full-time or shared-time options. Students enrolled in 8th and 9th grade effective September 2025 are eligible only to apply for full-time enrollment. Students enrolled in 10th and 11th grade effective September 2025 are eligible only to apply for shared-time enrollment.

The Career Orientation Program

The Career Orientation program is a shared-time vocational offering that caters to students with specialized educational needs. The goal of the program is for the student to successfully complete a two-year shared-time career and technical education program over the course of three years. Students are expected to demonstrate adequate progress in both the hands-on and essential skills components of the program.

Applicants for the Career Orientation Program must be enrolled in 9th grade as of September 2025 and must be receiving specialized educational services through their resident district's Child Study Team. Applicants should complete the Career Orientation application available through the SCVTS website (www.scvts.org). The applicant's current CST case manager may also submit the application to the SCVTS office of admissions on behalf of the applicant.

As sophomores, Career Orientation students will participate in a pair of year-long cluster classes that will introduce them to the various career pathways available at Salem Tech. At the conclusion of 10th grade year, each student will meet with their SCVTS school counselor to select the desired program of concentration for the following two school years. Upon program completion, students in the Career Orientation pathway qualify for the same shop certificate and/or industry credential(s) that full-time student participants receive.

Students in the Career Orientation program receive specialized training that will enhance job skills, life skills, study skills, and critical-thinking skills. These important skill sets provide students with learning opportunities for the purpose of improving quality of life, furthering education, and enhancing employment prospects.

Host-Site Academy Programs

SCVTS offers specialized Arts, Science and Technology programs hosted at one of our partner high schools via an articulation agreement. These programs are offered only as full-time enrollment options:

- Communications (Woodstown HS)
- Computer Science (Arthur P. Schalick HS)
- Dance (Arthur P. Schalick HS)
- Engineering (Penns Grove HS)
- Exercise Science & Kinesiology (Arthur P. Schalick HS)

- Finance & Business (Woodstown HS)
- Graphics in Multimedia Technology (Pennsville HS)
- Instrumental Music (Pennsville HS)
- Theater (Arthur P. Schalick HS)
- Visual Arts (Arthur P. Schalick HS)
- Vocal Music (Pennsville HS)

Students wishing to pursue one of these Academy programs should complete the **SCVTS Host-Site Academies** application.

SPECIAL PROGRAMS & ACTIVITIES

Dual Credit Options

Dual-credit options as well as additional college courses during afterschool hours are available to Salem Tech students as early as their 9th grade year through a long-standing partnership with **Salem Community College**. Ask a school counselor how this works or visit the SCVTS Guidance webpage for more information.

Structured Learning Experience

Salem Tech offers students enrolled in the 12th grade have the opportunity to participate in a Structured Learning Experience. These SLEs are a cooperative education effort forged by a partnership between SCVTS and an outside business, vendor or organization that must meet SCVTS district approval. This venture allows students in the advanced stages of their vocational studies to gain valuable workplace experience while earning school credit hours as well as a paycheck in their trade area.

Athletics

Salem Tech offers a variety of interscholastic high school athletics for both boys and girls during the fall, winter and spring sports seasons. Please visit the SCVTS Athletics webpage for more information. (NOTE: Students who attend a Host-Site Academy participate in sports for the specific host district, per NJSIAA guidelines.)

Clubs & Organizations

There are a wide range of co-curricular clubs, activities and student organizations available to students at Salem Tech. Included among these offerings are: Student Government Association, National Technical Honor Society, FFA, Future Educators of America, SkillsUSA, Academic League, Fellowship of Christian Athletes, Esports, GSA and many more! Visit the SCVTS Clubs & Activities webpage to learn more.

ADDITIONAL INFORMATION

Homeschooled & Non-Public Students

Homeschooled and non-public school students that are residents of Salem County are welcome to apply to any Salem Tech program or SCVTS Host-Site Academy.

Transfer Requests

Students that are enrolled in 9th grade are welcome to apply for a full-time transfer to SCVTS for the beginning of their 10th grade year. The standard admission process (LinkIt testing and academic review) plus a review of the applicant's high school transcript at the end of the school year will determine transfer eligibility. Students that are currently in 10th grade or above are not eligible for a full-time transfer to Salem Tech and should explore shared-time enrollment options at SCVTS.

All Admissions Inquiries

All admissions inquiries should be directed to the SCVTS office of admissions via email (admissions@scvts.org).

CONTACT INFORMATION

Salem County Vocational Technical School
880 Route 45
Woodstown, NJ 08098

Phone: (856) 769-0101
Email: admissions@scvts.org
Website: www.scvts.org

Office Hours:
Monday – Friday: 7:30 AM – 4:00 PM

FREQUENTLY ASKED QUESTIONS

Q: Can I visit SCVTS before applying?
A: Yes! We encourage prospective students to attend our Open House events and schedule student shadowing visits to experience our career & technical programs firsthand.

Q: What if I miss the January 29, 2027 deadline?
A: Unfortunately, no late applications will be accepted. All applications must be submitted by 11:59 p.m. on January 29, 2027.

Q: Can I change my career program choice after I apply?
A: Yes, you can change your career program choice throughout the admission window by emailing admissions@scvts.org.

Q: When will I find out if I've been accepted?
A: All applicants will receive admission decisions via a letter in the mail in early April.

Q: Can students from outside Salem County apply?
A: Yes, if your resident county does not offer the specific academy program you wish to pursue, you are eligible to apply. If accepted, your parent or guardian must provide proof of tuition and transportation payment from your resident district.

We look forward to receiving your application and welcoming you to the SCVTS family!

SALEM COUNTY VOCATIONAL TECHNICAL SCHOOL
Offering Opportunities for a Lifetime