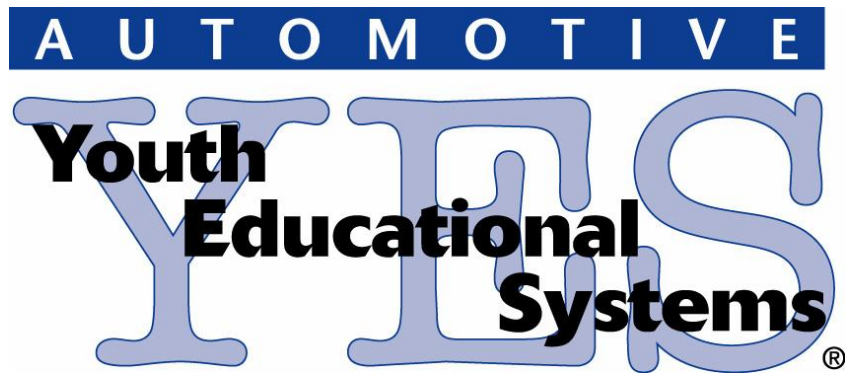


Automotive Youth Educational Systems (AYES)



Application Packet

(Due April 1st for Fall Enrollment)



Parkland College • 2400 West Bradley Avenue • Champaign, IL 61821 • 217/351-2200 •
800/346-8089

Automotive Youth Educational Systems

Step 1 Completion of the Parkland College Application

A blank application is included in the packet

Step 2 Completion of the Parkland College Dual Credit Enrolment Form. A blank application is included with this packet

Step 3 Completion of AYES Application Packet

The student must complete the AYES application packet to include the following:

- a) Application form
- b) Career goals and interests essay
- c) Resume
- d) Job Shadowing
- e) Transcript
- f) Letters of Reference (2 letters)
- g) Attendance and Discipline Record
- h) Applicant Acknowledgment and Agreement Form

Step 4 Career Technology Instructor's Recommendation and AYES Steering Committee Screening Process

The student must be recommended by a High School instructor. An AYES Committee will review the AYES Application Packet for accuracy and completeness. The committee may ask the student for clarification if there are any "gaps" in the materials submitted. The committee selects the student as a candidate for AYES.

Automotive Youth Educational Systems

Step 5 Job Shadowing for AYES Applicants

Students that request applications will job shadow at the participating dealers before the start of the Fall semester. The dealer representative will need to sign the job shadowing experience portion under work experience. A list of contact names at participating dealers is included. Please contact Jon Ross at (217)-351-2209 if you have questions or need assistance. A list of participating dealers is included on page 9

Step 6 Student/Employer Interview

The candidate will apply for an AYES position and be interviewed by participating automotive dealership/dealerships. Completes PDP Level II.

Step 7 Matching Interns with Employers

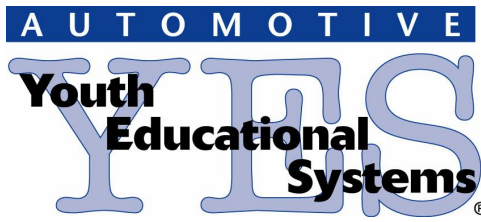
A "match" means the student is accepted into the AYES initiative and will participate in a summer internship. The school will work with dealership personnel to match students (interns) with dealerships.

Step 8 Intern/Mentor Training

The student will be required to attend two sessions, which provide orientation to the dealership environment and facilitate a working relationship with a dealership mentor. This training will involve approximately 8-10 hours of instruction over a 2-day period. [These sessions will be coordinated with Mentor Training.]

Step 9 Training Agreement, Tool Scholarship and Work Permit Completion

Completion of an AYES Training Agreement, Tool Contract, and Work Permit will complete the entry process into AYES. Contracts will be distributed once an internship is obtained.



Automotive Youth Educational Systems

Application Form

Personal Information

Name _____
(Last) (First) (Middle)

Address _____
(Street) (City) (State) (Zip)

High School _____

Social Security No. _____ Birth Date _____

Father/Guardian _____

(Work Phone) _____ (Home Phone) _____

Mother/Guardian _____

(Work Phone) _____ (Home Phone) _____

Emergency Contact: Name _____

(Work Phone) _____ (Home Phone) _____

Career Experience

Employer _____ Phone No. _____

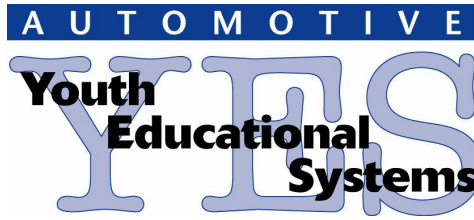
Position _____ Supervisor's Name: _____

Employer _____ Phone No. _____

Position _____ Supervisor's Name: _____

Employer _____ Phone No. _____

Position _____ Supervisor's Name: _____



Automotive Youth Educational Systems

Application Form

What other types of work have you done? _____

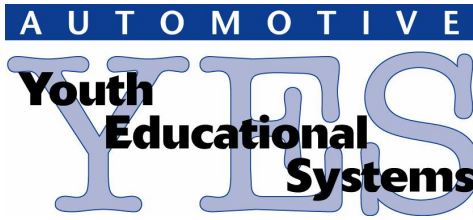
List School Activities or Community Activities _____

List Honors Received _____

Memberships _____

Essay:

On a separate sheet of paper explain why you want a career in automotive technology? Include career goals and interests.



Attendance & Discipline Record

Student _____ Student ID Number _____

High School _____

Attendance Record

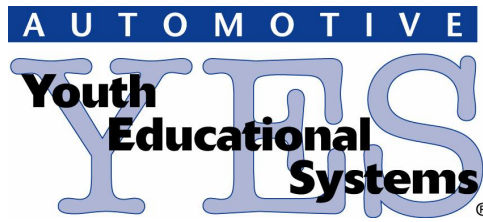
	Absences	Tardies
This Year _____	_____	_____
Last Year _____	_____	_____

Signature of Certifying Officer _____ Date _____

Discipline Record

	Days Suspended	Times Referred
This Year _____	_____	_____
Last Year _____	_____	_____

Signature of Certifying Officer _____ Date _____



Applicant Acknowledgement & Agreement

In making application for the AYES program, I understand that:

1. The submission of an application and supporting materials is the first step in the selection process. I have attached a transcript, attendance and discipline records, and two letters of reference to this application.
2. To be eligible for AYES, I must meet qualification in all areas: education, aptitude, interest, assessments, attendance, behavior, reference check and interview.
3. I must be employed by a participating AYES dealership to become an AYES intern.
4. I will follow all safety directions and regulations while on job shadowing activities.
5. My grades, attendance, and performance will be reviewed periodically by the automotive dealership and school coordinator.
6. Acceptance into AYES includes on-the-job training and related training classes.
7. I must keep a daily "work journal" during my entire internship.
8. If accepted in AYES, I will give my full cooperation and attention to instructors and mentors, and I will accept and complete assignments as required. If I do not meet the AYES performance standards, I will be terminated from the AYES internship.

I acknowledge and agree to the above statements.

Signature of Student

Date

Signature of Parent/Guardian

Date

Use this check sheet as a guide to prepare your AYES packet

- Parkland College Application form
- Dual Credit Application Form
- AYES Application Form
- Career goals and interests essay
- Job Shadowing (Application may be submitted before completion)
- Transcript
- Letters of Reference (2 letters)
- Attendance and Discipline Record
- Applicant Acknowledgment and Agreement Form

Packet Due Date April 1st _____

AYES Dealership Suggestions for Job Shadowing

Sullivan Parkhill	Service Manager	Kevin Odonell 217-351-4710
Worden Martin Buick	Service Manager	Ernie Jacobson 217-352-0462
Lincoln Mercury	Service Manager	Derek Scroggins 217-352-0462
Nissan-Subaru	Service Manager	Bill Eustice 217-352-8910
Bill Abbott inc	General Manager	Travis Fox 217-762-2576
Shelby Motors	Service Manager	Dave Mabry 217-352-4273
Twin City Honda	Service Manager	Stan White 217-356-0303
University Auto Park	Service Manager	John Satterwaite 217-367-1233
Phil Lamb Four Seasons	Owner	Phil Lamb 217-253-3341
Tim Mooney	Service Director	Bret Meadows 217-253-3353