

**Carroll County Career & Technology Center  
Research & Development Application/Approval Form**

**Fall 2024: Submitted by end of May.**  
**Spring 2025: Submitted by mid-December.**

The Research & Development course is designed to enhance career development opportunities for students in a completed CTC program. To participate in an R&D experience, students must have 94% attendance, a 2.5 GPA, and be recommended by their Career & Technology Center teacher.

Student Name: \_\_\_\_\_ Date: \_\_\_\_\_

CCCTC Program: \_\_\_\_\_ High School: \_\_\_\_\_

- ✓ Describe activities planned for R&D Experience: (200 words or more and attached to application)
- ✓ Below, circle requested schedule:

Quarter 1:	Mod 1	Mod 2	Mod 3	Mod 4
Quarter 2:	Mod 1	Mod 2	Mod 3	Mod 4
Quarter 3:	Mod 1	Mod 2	Mod 3	Mod 4
Quarter 4:	Mod 1	Mod 2	Mod 3	Mod 4

Approved By:

1. CCCTC Teacher: \_\_\_\_\_
2. Parent/Guardian: \_\_\_\_\_
3. Home High School Counselor: \_\_\_\_\_

Signature indicates a student has completed or is enrolled in courses required for graduation and this course could be scheduled if approved.

Course(s) needed to meet graduation requirements: \_\_\_\_\_

4. I understand that I must meet all Research and Development guidelines/expectations. Failure to do so may result in removal from the course, and I may be returned to my home school.

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

**Please return this completed form to Mrs. Hopkins in the CTC main office for final approval and schedule change.**

CCCTC Administrator: \_\_\_\_\_

Signature confirms student has been scheduled for course as indicated.

Schedule For:	Credits	Course #
	½	559906
	1	559916
	2	559926
	3	559936