



Student Steps to Receive Tech Prep Credit

Find a Tech Prep Admission form at www.gbcnv.edu/TechPrep

1. Have your students fill out a **Tech Prep Admission form and a GBC Admission Form**.
There is a separate Tech Prep Admission form for each school district available on the Tech Prep website. Students must earn an A or B in their class(es) to qualify and they must be a Junior or Senior when they take their Tech Prep class, unless the classes are a sequence (ie Welding I, II, and III- in which case the student must take at least one of the classes as a junior or senior)
2. Mail the student applications to the Tech Prep Department by May 1 or call/e-mail and request that the Tech Prep Coordinator come and help the students fill them out and collect them directly from the students in your class or school. Applications received after the June 1 will not be processed until the following summer.
3. If a student decides to apply after they graduate, they can turn in their forms to GBC Admissions and Records along with a copy of their high school transcript.
4. Qualified students must pay the \$10 GBC New Student Fee in order to receive their transcripts. If they have already taken GBC classes and have paid the New Student Fee, they will not have to pay again.
5. The students will receive a Tech Prep Certificate if they earned credit or a letter explaining why they do not qualify for credit, in the Fall Semester following their High School graduation.