



Regional School Choice Office (RSCO)

CONNECTICUT TECHNICAL EDUCATION AND CAREER SYSTEM (CTECS)

FREQUENTLY ASKED QUESTIONS (FAQ)

2021-22 SCHOOL YEAR



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INTRODUCTION

We are happy you are interested in attending one of the technical high schools in the Greater Hartford Region! The three Connecticut Technical Education and Career System (CTECS) technical high schools included in the Regional School Choice Office (RSCO) application (A.I. Prince Technical High School, E.C. Goodwin Technical High School, and Howell Cheney Technical High School) are grouped as a region. Applicants apply to all three as a group and have the opportunity for exceptional career and trade education. Our job at RSCO is to help you access the information you need to make informed choices about your options. This FAQ document identifies and answer commonly asked questions about the application and placement process for CTECS options.

APPLICATION PERIOD AND PROCESS

1. Who can apply?

Hartford and suburban residents with children entering 9th grade may apply to the three technical high schools as a region.

2. How many schools may I select?

Applicants apply to all three (3) technical high schools (A.I. Prince, E.C. Goodwin, and Howell Cheney) as a region and rank the schools in order of preference.

3. What is the CTECS Early Application period?

For the 2021-22 school year, the early application period was December 1, 2020 to January 22, 2021.

4. If I apply after the Early Application period, is my application still considered?

Yes, we are accepting on-time application for CTECS until March 19, 2021 for the 2021-22 school year.

5. Can I make changes to my application?

You may edit your school selections through March 19, 2021.

PLACEMENT PROCESS

1. What is the RSCO Placement Process?

RSCO uses a computer-based placement process to place students who have submitted a complete and on-time application for available RSCO schools and programs. The Connecticut State Department of Education (CSDE) manages the RSCO placement process using a complex protocol that considers a variety of factors that can vary by school, program and operator. Key factors in assigning placements are the number of seats available (there are more seats available in the school's entry grade), the grade level, and the applicants' choices.

2. What are Placement Priorities?

Many of the schools and programs have "placement priorities" that are used in the placement process to increase the likelihood of a placement based upon the applicant's connection to a



school or program. These priorities do not guarantee placement at a school or program but may increase the likelihood that an applicant will receive a placement. These priorities vary by school and depend on the availability of seats.

3. **How do placement priorities help in CTECS placements?**

Placement priorities (such as enrolled siblings, applying siblings, and CTECS Only) do not guarantee placement in a school but it can increase your likelihood of a placement. Placement priorities for CTECS generally increase your likelihood of placement if they apply to the school you select as your first choice preference.

OFFERS AND RESPONSES

1. **How do I respond to an offer?**

To respond to an offer, log into the www.rSCO2.ct.gov using the same email address and password used to submit your application. Once you log in, you will be prompted with the options to Accept or Decline your offer. In some instances, applicants may also have the option to hold an offer. Additional information on these options are described below.

FAMILIES THAT APPLY TO CTECS SCHOOLS ONLY

Families who receive a placement opportunity and selected the technical schools as their only selection on the RSCO School Choice application have the choice to either **Accept** or **Decline** the placement opportunity within the time specified in the placement notice.

1. **Accept** the placement opportunity to the CTECS. We hope families choose to accept their offer! To accept, families must respond within the timeframe specified in the placement letter. Typically, families have anywhere between 14 days (two weeks) to a few days, depending on when in the placement season the placement opportunity is received.
 - a. Once you **ACCEPT**, your next step is to **BEGIN** the on-line registration process within 14 days from accepting your child's placement opportunity. The CTECS registration form can be accessed online at [CTECS Registration Portal](#).
 - b. The student's application will be removed from the applicant pool for the other Hartford Region Technical High Schools whether you accept or decline the placement opportunity.
2. **Decline** the CTECS placement opportunity. If a family chooses to decline a CTECS placement opportunity, the student's application is removed from the applicant pool for all the Hartford Region Technical High Schools for the 2021-22 school year. Typically, families have between 14 days (two weeks) to a few days to respond to a placement, depending upon when in the placement season the placement opportunity is received. Thereafter, the offer will be removed as an administrative decline.



FAMILIES THAT APPLY TO THE CTECS, MAGNETS AND/OR OPEN CHOICE

Families who receive an a placement opportunity and also selected Magnet Schools and/or the Open Choice Program (OC) on the RSCO School Choice application have the choice to either **Accept**, **Decline**, or **Hold their Seat** placement within the time specified in the placement notice.

1. **Accept** the placement opportunity to the CTECS. We hope families choose to accept their placement opportunity! To accept, families must respond within the timeframe specified in the placement letter. Typically, families have anywhere between 14 days (two weeks) to a few days to respond, depending on when in the placement season the placement opportunity is received.
 - a. Once you **ACCEPT**, your next step is to **BEGIN** the on-line registration process within 14 days from accepting your child's placement opportunity. The CTECS registration form can be accessed online at [CTECS Registration Portal](#).
 - b. The student's application will be removed from the applicant pool for the other Hartford Region Technical High Schools whether you accept or decline the placement.
2. **Decline** the CTECS placement opportunity. If a family chooses to decline a CTECS placement opportunity, the student's application is removed from the applicant pool for all the Hartford Region Technical High Schools for the 2021-22 school year. Typically, families have between 14 days (two weeks) to a few days to respond to a placement, depending on when the in placement season the placement opportunity is received. Thereafter, the offer will be removed as an administrative decline.
3. **Hold their Seat** until the first round of the RSCO Placement Process for Magnets and OC occurs. An applicant who receives a CTECS placement opportunity in the early round may elect to "hold" the offer until completion of the first round of the magnet and OC lottery. The applicant must elect the "hold" option within the time specified in the offer letter or the offer is treated as an administrative decline for purposes of the CTECS offer. Once the first round of magnet and Open Choice placement process occurs in April, the applicant must choose to accept or decline the CTECS placement on hold.
 - a. If the applicant **ACCEPTS** the CTECS placement opportunity after the first round of the magnet and Open Choice lotteries, their application is removed from the applicant pool for the other Hartford Region technical high schools **AND** from the applicant pool for their magnet and Open Choice selections.
 - b. If the applicant **DECLINES** the CTECS opportunity after the first round of the magnet and Open Choice lotteries, their application remains eligible for a placement based on their magnet and Open Choice selections but the application is removed from the application pool for the Hartford Region technical high schools.

WAITLIST PROCESS

1. What happens if a family did not receive a placement offer?

Applicants who do not receive a placement offer will be placed on waitlists for the schools and



programs selected on their application unless the applicant selects to be removed from the waitlist through RSCO's Response page. We will keep applicants on the waitlist for the schools and programs selected on the application and notify applicants if they receive a placement as we continue through the process.

2. How many applicants are on the waitlist and what are the chances a family gets a placement offer?

The number of applicants on the waitlist for a school or program varies by school, program and grade. The number of students on a waitlist that will eventually receive a placement offer varies by school, program and grade as well. We know it is disappointing to get the news you did not receive an offer, but the process is not over! RSCO will continue to place students throughout the spring and summer as seats become available through October 1, 2021. We will notify applicants if they receive a placement as we continue through the process.

3. Is being placed on the waitlist the same as being denied?

No. If you receive notice that your application is on the waitlist, the process is not over! RSCO will continue to place students throughout the spring and summer as seats become available through October 1, 2021. We will notify applicants if they receive a placement as we continue through the process.

4. Why are some applicants placed on a waitlist?

RSCO offers high quality school options for nearly 5,500 applicants every year and has a plan in place to increase the number of seats available for Connecticut students this year and over the next several years. We know this will mean more offers for more Connecticut students but, even with an increase in seats, RSCO receives more applications than available seats.

5. I was on the waitlist last year, why am I on the waitlist this year?

The waitlists do not carry over from year to year, therefore, a placement on a waitlist in one year does not impact the placement process in another year. Most of the seat availability tends to be at the entry grades with limited seats available at the non-entry grades. Even at the entry grades, though, we have limited seats to fill and, unfortunately, there are more applications than available seats at nearly all of the schools.

6. What number or ranking am I on the waitlist?

We do not maintain a single waitlist for all schools and, therefore, we do not provide waitlist numbers.

7. How long does an application remain on a waitlist?

All waitlists expire on September 30, 2021.

LATE APPLICATION PERIOD AND PROCESS

1. When is the Late Application Period?

The Late Application begins on **April 5, 2021** and ends on **August 15, 2021** for CTECS, Magnet Schools and Open Choice. Not all schools and programs are available during the Late Application period.



2. Can a family submit both an on-time application and a late application for the same child to increase their chances of getting a placement?

No. The late application is available to applicants who did not submit an application by March 19, 2021. Applicants who submitted an application during the on-time period may not submit a late application.

3. Can a family submit multiple applications for one student?

This is not just a question of late applications. As indicated in the RSCO materials, a family should submit only one application per applicant. If a family submits more than one application, only the original application will be retained and the later applications, including any late applications, will be deleted.

4. What are my chances of receiving a placement offer if I submit a late application?

We do take late applications and we encourage families to apply even if it is during the late application period. Every year we place late applicants in available seats, so it is worth applying. On-time applicants are placed (seated) before late applicants.

5. How will I know if I receive a placement as a late applicant?

RSCO will send you notification if you receive a placement with instructions for accepting that placement.

REGISTRATION PROCESS

Registration is the next important part of this process. After a family accepted a placement offer, they need to begin the school registration process within 14 days of accepting the placement opportunity. The registration is available at [CTECS Registration Portal](#). Parents/guardians use this internal CTECS Power School platform to create their child’s user profile and complete the required registration information.

TRANSPORTATION

How does my child get to school?

RSCO Transportation provides safe and reliable transportation services for CTECS students. The information below provides transportation guidance. If your town is not listed in the table, please contact RSCO transportation to discuss your options.

School the Student Attends	Where the Student Lives (Resident Town)	Who is Responsible for Transportation
A.I. Prince Tech	Bloomfield, East Hartford, Hartford, Manchester, or Wethersfield	The town where the student lives provides transportation
	Berlin, Bristol, East Windsor, Enfield, Glastonbury, Middletown, New Britain, Newington, Rocky Hill, South Windsor, Tolland, Vernon, West Hartford, or Windsor Locks	RSCO Transportation provides transportation



School the Student Attends	Where the Student Lives (Resident Town)	Who is Responsible for Transportation
E.C. Goodwin Tech	New Britain	The town where the student lives provides transportation
	Hartford	RSCO Transportation provides transportation
Howell Cheney Tech	East Hartford or Manchester	The town where the student lives provides transportation
	Hartford or New Britain	RSCO Transportation provides transportation

When the Student Registers	When the Student's Transportation Starts
Register before July 1st	Transportation usually starts on the student's first day of school.
Register after July 1st	Transportation may not start on the student's first day of school. Parents/guardians should plan to transport their child to and from school until transportation starts.
Returning students	<p>If a student's address is the same as last school year, transportation should start on the student's first day of school.</p> <p>If student's address has changed since last school year, the start transportation may not start on the student's first day of school. Communicate any changes to your school as soon as possible because your child may need to be assigned to a different bus stop.</p>

ADDITIONAL INFORMATION

Students are generally assigned to centralized bus stops, which are in or near the student's town, often in a public place, and most likely, not within walking distance from the student's home. Families are notified of their child's specific transportation information, including:

- the start date
- bus stop location
- drop-off/pick-up times
- if the school participates in after-school transportation

School districts are required to provide reasonable and necessary transportation for their resident students enrolled in a Connecticut Technical High School up to \$6,000 transportation costs per student in the school year. Contact your local town/school region's superintendent's office to arrange transportation services. Parents/guardians denied transportation by their school district may appeal.

RSCO TRANSPORTATION CONTACT INFORMATION

Phone: [860-524-4077](tel:860-524-4077)

E-mail: RSCOTransportation@crec.org

Web: www.crec.org/transportation/rsco.php



CONTACT INFORMATION

This FAQ may not answer all your questions. We are here to help you if you have additional questions. Contact the RSCO PIC office if you have questions about application and placement process. If you need help with your registration and/or have school related questions, please contact your school.

REGIONAL SCHOOL CHOICE OFFICE (RSCO)

Parent Information Center (PIC) Office

Phone: [860-713-6990](tel:860-713-6990)

E-Mail: rscosde@ct.gov

Website: www.choiceeducation.org

CONNECTICUT TECHNICAL HIGH SCHOOLS

A.I. Prince Technical High School

Contact: Lisa Higgins, Director of Counseling and Admissions

Phone: [860-951-7112](tel:860-951-7112)

E-mail: lisa.higgins@ct.gov

Website: <http://prince.cttech.org>

School Registration Website: [CTECS Registration Portal](#)

E.C. Goodwin Technical High School

Contact: Ericka Torres, Director of Counseling and Admissions

Phone: [860-827-7736](tel:860-827-7736) ext. 318

E-mail: ericka.torres@ct.gov

Website: <http://goodwin.cttech.org>

School Registration Website: [CTECS Registration Portal](#)

Howell Cheney Technical High School

Contact: Zyretha Langs, Director of Counseling and Admissions

Phone: [860-649-5396](tel:860-649-5396) ext. 316

E-mail: zyretha.langs@ct.gov

Website: <http://cheney.cttech.org>

School Registration Website: [CTECS Registration Portal](#)