



# Registration Form

Personal information you provide may be used for secondary purposes (Privacy Law, s.15.04(1)(m), WI Stats). All information will be kept confidential, secure, and used only to analyze enrollment patterns, ensure equal access to the program, and evaluate program effectiveness.

## Student Information

First Name \_\_\_\_\_ Middle/Initial \_\_\_\_\_ Last Name \_\_\_\_\_

Gender  Male  Female Birthdate (mm/dd/yy) \_\_\_\_/\_\_\_\_/\_\_\_\_ Social Security # \_\_\_\_\_

Race  African American  Asian/Pacific Islander  White/Caucasian  Hispanic  Native American  Other

Address \_\_\_\_\_ City \_\_\_\_\_ Zip \_\_\_\_\_ County \_\_\_\_\_

Telephone \_\_\_\_\_ Email address \_\_\_\_\_

Parent/Guardian's \_\_\_\_\_

Names NTC Student ID \_\_\_\_\_

## School Information

High School \_\_\_\_\_

Grade when starting YA  11<sup>th</sup>  12<sup>th</sup> Current grade point average \_\_\_\_\_ Anticipated High School graduation (mm/dd/yy) \_\_\_\_/\_\_\_\_/\_\_\_\_

Student  is considered at-risk/disengaged  is a single parent

Is eligible for free/reduced lunch  has a disability that may affect job performance

## Apprenticeship Information (Select both program area and sub-category, if listed)

- |  |                                  |   |
|--|----------------------------------|---|
| <b>Agriculture, Food &amp; Natural Resources</b>   | <b>Finance</b>                   | <b>Marketing</b>                                    |
| <b>Architecture &amp; Construction</b>             | <b>Health Science</b>            | <b>Science, Technology, Engineering &amp; Math</b>  |
| <b>Arts, Audio Visual Technology Communication</b> | <b>Hospitality &amp; Tourism</b> | <b>Transportation, Distribution &amp; Logistics</b> |
| <b>Business Administration</b>                     | <b>Information Technology</b>    | <b>Other</b>  |
| <b>Education</b>                                   | <b>Manufacturing</b>             |   |

Employment begin date (mm/dd/yy) \_\_\_\_/\_\_\_\_/\_\_\_\_ Anticipated employment end date (mm/dd/yy) \_\_\_\_/\_\_\_\_/\_\_\_\_

School years to be in program: 2023-2024 2024-2025

Program Level:  One-year  Two-year

Name of class enrolled in as related coursework:

Year 1: 1<sup>st</sup> Semester \_\_\_\_\_ / 2<sup>nd</sup> Semester \_\_\_\_\_

(If dual credit is awarded, please list the 8 digit course number / name for the college course for which credit is awarded.)

## Employer Information

Business name \_\_\_\_\_

Address \_\_\_\_\_ City \_\_\_\_\_ Zip \_\_\_\_\_

Mentor First Name \_\_\_\_\_ Last Name \_\_\_\_\_

Email Address \_\_\_\_\_ Telephone \_\_\_\_\_

Starting Wage per hour (must be \$7.25 or higher) \_\_\_\_\_

## Welcome to Youth Apprenticeship (YA)!

Thank you for participating in NTC's Youth Apprenticeship (YA) program, which is facilitated by Department of Workforce Development (DWD). Please follow the instructions below to verify your NTC Student ID or to create one.

### STEP 1:

Verify your NTC Student ID (you already have an NTC Student ID if you've completed an NTC course through Start College Now (SCN) or an NTC Dual Credit course at your high school):

1. Visit <https://my.ntc.edu>.
2. Enter your Student ID in the "User ID field" (9-digit NTC Student ID number, ex: 123456789)
3. Enter your Password (either the password you previously set OR default password - first two letters of first name, plus first two letters of last name, plus last four digits of Social Security number, ex: John Doe is jodo9999).
4. Click "Sign In."
5. **Once NTC Student ID is verified, include this number on the front side of this registration form.**

OR

**If you know you have an NTC Student ID and/or password, but don't remember them? Reactivate account:**

1. Visit <https://my.ntc.edu>.
2. Click "Set My Password."
3. Enter your Student ID number or your Social Security number.
4. Enter your Date of Birth and click "Move to Step 2."
  - If you receive an error message saying "No student record was found..." confirm you correctly entered your Student ID or Social Security number as well as your Date of Birth.
  - If so, try again. If not, return to the main MyNTC page and click "Create My Account."
5. Verify your info is correct, click "Move to Step 3."
6. Enter your password. Re-enter password.
7. Click "Move to Step 4."
8. Note your NTC email address and login information (User ID: 9-digit NTC Student ID number)
9. Click "Finish" to activate changes.

**Once NTC Student ID is verified, include this number on the front side of this registration form.**

### STEP 2:

**Don't have an NTC account? Create an NTC Student ID and password:**

- You will need your Social Security Number
  - Pay attention to spelling and punctuation when creating an account
  - Use your full legal name when entering in your information
1. Visit <https://my.ntc.edu>.
  2. Click "Create My Account."
  3. Enter in information and follow steps provided.

**Once NTC Student ID is verified, include this number on the front side of this registration form.**

### Unable to determine or create NTC Student ID?

Contact Pam Hanke.

Pam Hanke  
hankep@ntc.edu  
715-803-1130