2024-2025
West-MEC Central Program Enrollment Timeline

1. October 31, 2023

Applications go live and Central Program Information Sheets are available! Access applications online at west-mec.edu. Students must turn in their application verification form to their counselor after creating an application.

2. January 31, 2024

Priority Application deadline. Required documentation should be uploaded to Focus (signed AVF, completed rubric, current transcript, test scores for college programs when required, and signed action plans when required). Students can still apply after this deadline but will be automatically placed on a waitlist.

3. February 1-21, 2024

West-MEC processes applications and determines allocation numbers for each district. Each application is checked for eligible grade level and to verify program requirements. Allocations are based on eligible applications received by West-MEC by January 31st, 2024.

4. February 22, 2024

West-MEC sends a list of finalized allocation numbers based on eligible applications to member district CTE Local Directors.

5. February 22-29, 2024

West-MEC ranks applications and selects students for acceptance based on member district priorities using rubric scores.

6. March 1-6, 2024

West-MEC sends acceptance and grant information to accepted students and member districts. Waitlisted students and students on action plans will also be notified. Accepted students will have through March 6th to complete the grant application.

6. March 7, 2024

West-MEC sends enrollment instructions to accepted students. Physical copies will also be provided to Member Districts. Accepted students will have through March 29th to complete the enrollment packet and pay the registration fee. When a student completes enrollment, a golden ticket will be emailed to the family with information for the school to alter student schedule as needed.

7. March 29, 2024

Enrollment deadline for Priority Allocated students. All Enrollment documents and payment must be received by this date.

8. April 1, 2024-End of Summer

West-MEC updates program seat availability based on completed enrollments, reranks students by rubric score, and updates waitlists. New applications are reviewed and placed when seats are available. Waitlists will continue to be updated.

9. April, May, June and July

Reports detailing Enrolled Students will be sent to member districts. Exact dates will be announced in spring 2024.