

# MDHSA DIPLOMA PROGRAM

## Vocational Honors Application

*“Vocational Honors” will be printed on the Diploma and Transcript*

**For: (Print student’s name)** \_\_\_\_\_

Please submit this application **with** the Diploma Request Form

The **Diploma with Vocational Honors** recognizes the student who has completed courses and credits targeting a specific trade or technical vocation. **All requirements must be completed BEFORE submitting the Diploma Request Form. Attachments are due at the time of Application.** Core courses studied should be relevant to the field of study. Courses at a Vocational-Technical School may be counted toward the required credits for the Vocational Diploma. Some trades must be done in conjunction with a vocational technical school or other professional institution or professional (i.e. nursing assistant, EMT, veterinary studies, etc.) Any exceptions to the courses or requirements must be requested in writing to MDHSA before applying for the honor. If a student has not exactly met the criteria for Vocational Honors, but has demonstrated vocational excellence, the parent may write a letter defending the request and it will be considered. However, be advised, that a requirement will not be entirely waived; there must be some coursework that takes its place. If your student is interested in majoring in an option not listed below, email [diploma@masondixonhomeschoolers.org](mailto:diploma@masondixonhomeschoolers.org) to request permission to substitute a different vocational option for one listed below.

**A student may earn only ONE Vocational Distinction.**

|   |  |   |  |
|---|--|---|--|
| <p><b><u>Mechanical</u></b> – electrical; drafting; robotics; auto / diesel mechanics; engine repair</p> <p><b><u>Industrial</u></b> – carpentry; woodworking; plumbing; construction; auto body repair; masonry; metalwork</p> | <p><b><u>Agricultural</u></b> – farming (any); veterinary studies; equine studies; gardening/ landscaping</p> <p><b><u>Computer Science</u></b> – programming; repair; graphic design; web design; networking</p> <p><b><u>Electronics</u></b></p> | <p><b><u>Business</u></b> – bookkeeping; accounting; marketing; administrative</p> <p><b><u>Health &amp; Human Services</u></b> – nursing assistant; EMT; therapy</p> <p><b><u>Ecology &amp; Conservation</u></b></p> | <p><b><u>Home Economics &amp; Nutrition</u></b> – culinary arts; sewing; quilting; nutrition; all-encompassing home-economics</p> <p><b><u>Media</u></b> – audio engineering; videography; photography</p> |
|---|--|---|--|

**MARK THE TECHNICAL VOCATION AND TRADE FOR WHICH YOU ARE APPLYING FOR DISTINCTION**

|   |  |
|---|--|
| <input type="checkbox"/> <b>Mechanical:</b> _____<br><input type="checkbox"/> <b>Industrial:</b> _____<br><input type="checkbox"/> <b>Agricultural</b> _____<br><input type="checkbox"/> <b>Computer Science</b> _____<br><input type="checkbox"/> <b>Electronics</b> _____ | <input type="checkbox"/> <b>Business</b> _____<br><input type="checkbox"/> <b>Health &amp; Human Services</b> _____<br><input type="checkbox"/> <b>Ecology &amp; Conservation</b> _____<br><input type="checkbox"/> <b>Home Economics &amp; Nutrition</b> _____<br><input type="checkbox"/> <b>Media</b> _____ |
|---|--|

**Credit Requirement:** Complete at least 3 credits pertaining to the vocational field. Credits may be earned by any approved method, as outlined in the MDHSA Diploma Guide. **Credits must be listed on the MDHSA Annual Summary Form and Transcript.** At least one credit must include instruction time and vocational training, which is derived from the list below: (Check at least one item from both Professional Instruction and Vocational Training Categories.)

| Professional Instruction  | Vocational Training  |
|---|--|
| <input type="checkbox"/> Mentor<br><input type="checkbox"/> Employer<br><input type="checkbox"/> Club Leader (Scouts, 4-H)<br><input type="checkbox"/> Field Professional<br><input type="checkbox"/> Parent (see note below) | <input type="checkbox"/> Volunteering<br><input type="checkbox"/> Apprenticeship<br><input type="checkbox"/> Internship<br><input type="checkbox"/> Employment<br><input type="checkbox"/> Involvement in a Club<br><input type="checkbox"/> Involvement in a Vo-Tech school or course |

**NOTE: Instructor may not be a parent unless the parent is a professional in the chosen field (farming, etc.) For Home Economics, the parent may be the instructor.**

*Application continued on the next page.....SIGNATURES REQUIRED*

**Vocational Honors Application Cont'd. for: (Student's Name)\_\_\_\_\_**

**All items should be checked below to show completion of requirements.**

- Utilize/demonstrate knowledge of vocational tools, programs, instruments, or methods for chosen vocational field. (Programs and/or tools, instruments, and techniques learned, etc. For example: CPR training; Wordpress or other computer programs not previously learned; specialized tools, equipment, or appliance, etc.)
- Completion of a project

Project time should be at least ¼ of a credit (30 hours). The hours on the project may include learning, practicing, doing, studying, and completing the project. Projects may be done in a group setting (i.e. clubs, businesses, etc.) provided there is sufficient evidence that the student completed the minimum required hours on the project. The project may be done at home, at school, or for an employer or other organization. Project must be completed at the time the Vocational Honors application is submitted.

**Project ideas:** *Installing a sink or commode, building a kitchen cabinet, repainting a vehicle or old tractor, overhauling an engine, repairing a small appliance, breeding / showing a animal in 4-H, assisting a veterinarian in surgery, designing a website, quilt making, assembling or writing a cookbook, participating in any state, regional, or national event where your project is shown, or other project of your choice in your area of trade. Some trades do not lend themselves to a project, such as a nursing assistant. In that case, the student should compile a notebook/album of experiences, journaling, etc.*

- List the project here and provide a picture or other visual evidence to the Evaluator:



**ENCLOSURES REQUIRED**

- Enclose at least a one-page summary of what you have learned during the course of the vocational study. The summary may be any writing that was done as a result of the vocational study (i.e. technical report or research paper) or any other writing describing knowledge acquired in the field. In the summary, list tools, techniques, or knowledge learned. The writing MAY be part of the minimum 10 pages needed for a standard diploma.
- Enclose a signed, written recommendation from someone who has expertise in that area and who has worked with the student in that field, such as an employer, leader, or a vocational teacher. (Scanned copy of original signed recommendation also permitted.) A parent may not write the recommendation UNLESS it is in the area of Home Economics OR the parent is a professional in that field (farming, etc.).

**SIGNATURES REQUIRED**

*We certify that all the information given above and attached is not exaggerated but is true and accurate to the best of our knowledge. (Signatures required below).*

Evaluator: \_\_\_\_\_ Date: \_\_\_\_\_

Student: \_\_\_\_\_ Supervisor: \_\_\_\_\_

**MDHSA OFFICE USE ONLY**

APPROVED BY: (MDHSA SIGNATURE) \_\_\_\_\_