

CASS TECHNICAL HIGH SCHOOL
2501 Second Ave
Detroit, MI. 48201
(313)263-2000

2013 Appeal Packet

All Students must have a 3.0 G.P.A. to Appeal for Cass Tech High School

DO NOT PLACE DOCUMENTS IN FOLDERS OR BINDERS.
AN INCOMPLETE PACKET OR A PACKET WHICH DOES NOT ADHERE TO THE
CRITERIA LISTED BELOW WILL NOT BE CONSIDERED FOR REVIEW.

Submit *copies* of the original documents of report cards, test scores, awards, etc. Do not submit the originals. All documents submitted with the Appeal Packet will be kept for our files and will not be returned. Arrange documents in the order listed below. Staple the documents in the upper left hand corner and hand deliver them to Cass Technical High School between the hours of 8:00 am and 4:00 pm. Packets must be delivered during the window period as shown in the box below. An Appeal Number will be assigned when the packet is delivered. Remember the Appeal Number for future reference.

Order of Documents

1. **Report Cards / Transcripts** from 7th and 8th grades for the **9th Grade Appeal Packet**; 8th and 9th grades for the **10th Grade Appeal Packet**
2. **Standardized Test Scores** (Comprehensive Test of Basic Skills (CTBS), Iowa Test of Basic Skills (ITBS), etc.)
3. **MEAP Scores** (most recent year available)
4. **Student Essay** explaining why he or she wants to come to Cass (limit to 2 pages)
5. **Four (4) Letters of Recommendation** (from English, mathematics, science, social studies teachers)
6. **Copies of Awards** (Limit to 4 awards or certificates)
7. **Letter of Appeal** from parent addressed to Principal Lisa Phillips
8. **Immunization Records** for students
9. **Copy of Birth Certificate** for students.
10. **Statement of Acknowledgement** is required for Specific Learning Disability, Individualized Education Program (IEP), and/or health related concern(s) to ensure appropriate intervention for related services as needed.

2013 Appeal Window Periods

9th Grade: Monday, April 8th through Friday, April 19th

10th Grade: Monday, April 22nd through Friday, April 26th

Special Admissions via Audition Window Period

Monday, Monday, April 22nd through Friday, April 26th

If you feel you qualify for consideration for Special Admission via Audition, you must first submit an Appeal Packet by the deadline dates specified above then schedule an appointment for audition via e-mail to the appropriate department below. **Art:** mindy.mitchell@detroitk12.org; **Band:** sharon.allen@detroitk12.org;

Harp and Vocal: lydia.cleaver@detroitk12.org; **Choral:** cheryl.harden@detroitk12.org; **Dance:** anthony.smith@detroitk12.org.

NOTE: Students accepted by Special Auditions will not be allowed to change curriculum assignments.