

Programs of Choice Frequently Asked Questions

What is the timeline for applying to a Program of Choice?

Applications for all Programs of Choice are accepted from January 8, 2021 at 8:00 am until February 5, 2021 at 5:00pm. The application process closes on Feb. 5, 2021 at 5:00 pm. (This does NOT pertain to the Controlled Open Enrollment process)

How do I apply for a Program of Choice?

Students apply online through the student's Home Access (HAC) Account, NOT the parent's account. Click here for [HAC Directions](#).

Home school, private school and virtual school students without HAC access must pre-register online at the [St. Johns County School District website](#) for the 2022 school year and complete the application for a Program of Choice/Academy at that time. All documentation that is required for enrolling must be uploaded by the parent before the pre-registration will be considered complete.

How will I know if my application has been received?

Verification emails for completed applications are sent before close of the following workday. If you do not receive a verification email, please wait one day before calling the Career and Technical Education (CTE) office at (904) 547-4870. Within your email notification, you will be informed if your application was completed correctly or if there are errors that need correction.

What do I do if I have forgotten my HAC username and password?

Students may obtain their HAC account information from their teachers or the Computer Operator at their school.

How many programs may I request?

Students may apply for up to three Programs of Choice. SJCCA and AICE courses can be combined with career academy courses. SJCCA students refer to [sjcca.org](#) for more details.

What are my chances of being accepted into a Program of Choice?

There are a limited number of seats in all Programs of Choice. Due to the popularity of the programs, not all applicants are able to be accepted, especially within the Career Academies.

An electronic lottery system is used to determine which students get accepted when there are more applicants than openings in a program.

Completing an application does NOT guarantee placement into any Program of Choice.

Does turning in my application on January 8th increase my chances for acceptance over students who apply on Feb. 5th?

No. Students can apply anytime during the application timeframe. An electronic lottery system is used to determine which students get accepted when there are more applicants than openings in a program. For this reason, eligible students may wish to apply for more than one Program of Choice.

Do active military families receive priority?

YES. Per Florida State Statute 1003.05, “Dependent children of active duty military personnel...shall be given first preference for admission...”

To receive this benefit, it must be documented in the student information system. If it currently is not listed, active military parent(s) must present their military card(s) to the school Computer Operator to be listed as active military within the student information system prior to Feb. 5 at 5:00 pm.

If my sibling already attends a program at a non-zoned high school, can I attend that same school?

Everyone who is interested in a certain Program of Choice must apply and follow the same process. Siblings do not receive preferential placements.

What if I am not able to access the online application?

Please contact the Career and Technical Education (CTE) office at (904) 547-4870 for assistance.

Is transportation provided to a school that I am not zoned to attend?

Transportation is NOT provided for out-of-zone students (except St. Johns Technical High School). If attending a Program of Choice outside of a zoned school, families are responsible for providing transportation. All regular busing rules apply to students attending programs at their zoned school.

Are there any programs to which I can't apply?

Students may not apply for a Program of Choice at an out-of-zone school if the program exists at the student's zoned high school. Programs that are replicated in the district:

- International Baccalaureate (IB) Program at Allen D. Nease High School and Pedro Menendez High School OR Cambridge Advanced International Certificate of Education (AICE) Program at St. Augustine High School
- Collegiate High School at Toco Creek High School and Pedro Menendez High School
- VyStar Academy of Business and Finance at Bartram Trail High School and Pedro Menendez High School
- JROTC programs at Bartram Trail High School, Allen D. Nease High School and St. Augustine High School
- Academies of IT at Bartram Trail High School and Ponte Vedra High School
- Academy of Future Teachers at Creekside High School and St. Augustine High School

- Academy of Future Healthcare Professionals at Pedro Menendez High School and Toco Creek High School

This policy went into effect December 2015.

What happens if I apply late?

Late applications are not included in the lottery. Late applications may be submitted beginning April 1, 2021 up until May 1, 2021. Most Programs of Choice fill during the regular application window. Late applications are only considered during the late application window for new students and students applying to programs which can accommodate growth. These applications will be reviewed through an appeal process. The Associate Superintendent will convene the appeals committee to consider the appeal and issue a recommendation to the Superintendent. The decision of the Superintendent is final. Late applications for programs that are already full will automatically be denied.

How do I apply if I moved into the area after the application timeline or if I moved here over the summer?

Students who are newly moving into the county will be considered for open seats when available. See this [site](#) for what you need to register your student for school. Then, contact the Career Specialist at the school or the District Career Education office at (904) 547-4870 to find out if room remains in a Program of Choice for which the student is interested. If there is room, a paper application can be submitted.

When will I know the outcome of the application/lottery process (if I am accepted/denied admission for certain programs)?

A notification email will be sent out during the last week of February.

Students may be placed on a waiting list and accepted as seats become available until the first day of school. Families will be notified by the CTE department via a phone call if an opening occurs. If this occurs, families can then decide if they are still interested in joining that program.

Where may I find more information?

Please visit our website at: <https://cte.stjohns.k12.fl.us/>

There are additional rules and procedures also outlined: <https://cte.stjohns.k12.fl.us/policies-and-procedures/>

Who do I call if I am having difficulty applying OR if I have more questions?

Please contact the Career and Technical Education (CTE) office at (904) 547-4870 for assistance.