

Programs of Interest Frequently Asked Questions

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

Applications for all Programs of Interest are typically accepted during the month of January. Specific dates can be located on the CTE website through the [Registration Timeline](#).

How do I apply for a Program of Interest?

Students apply through the student's HAC- Home Access Account, NOT the parent's account.

Only registered students with a student number and HAC access are eligible to apply. For registration information, visit: [Enrolling Your Child in School – Student Services](#).

How will I know if my application has been received?

Verification emails for received 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 904-547-6000. 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 the computer operator at their current school.

How many programs may I request?

Students should only apply for programs that they are interested in joining. Students may apply for up to three Programs of Interest and rank them in order of priority.

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

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

A weighted electronic lottery system is used to determine which students get accepted. When there are more applicants than openings in a program, students are placed on a waitlist.

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

Active military and home-zoned students receive priority.

Does turning in my application early increase my chances for acceptance over a student who applies later?

No. Students can apply anytime during the application timeframe. A weighted electronic lottery system is used to determine which students get accepted. When there are more applicants than openings in a program, students are placed on a waitlist.

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, active military status must be verified and 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 the close of the Program of Interest Application.

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 Interest must apply and follow the same process. Siblings do not receive preferential placements.

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

For assistance, contact the Career and Technical Education (CTE) office at (904) 547-6000.

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

Transportation is NOT provided for out-of-zone students. If attending a Program of Interest 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 Interest at an out-of-zone school if an equivalent program exists at the student's zoned high school. Programs that are replicated or equivalent are:

- International Baccalaureate (IB) Program at Allen D. Nease High School and Pedro Menendez High School
- Cambridge Advanced International Certificate of Education (AICE) Program at Beachside High School and St. Augustine High School
- Early College Program at Pedro Menendez High School and Toco Creek High School
- VyStar Academy of Business at Bartram Trail High School and Pedro Menendez High School

- Academies of IT at Bartram Trail High School and Ponte Vedra High School
- Academy of Future Teachers/Educators at Creekside High School, Ponte Vedra High School, St. Augustine High School, and Toco Creek High School
- Academy of Future Healthcare Professionals Future Healthcare Professionals at Pedro Menendez High School and Toco Creek High School

What happens if I apply late?

Late applications are not included in the lottery. Late applications may be submitted during a specified Late Application Window. Visit [Registration Timeline - Career and Technical Education \(CTE\) of St. Johns County](#) for more information. Most Programs of Interest fill during the regular application window. If there are seats available in a program after the lottery, late applicants will be placed in the order the paperwork was received or added to the waitlist.

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 and Technical Education (CTE) office at (904) 547-6000 to find out if seats remain in a Program of Interest for which the student is interested. If there is a seat available, directions on how to apply will be provided.

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 within a few weeks of the electronic lottery.

Students may be placed on a waiting list and accepted as seats become available. Out-of-zone students may be placed until July 1st. In-zone students may be placed up until the first day of school (or beyond, as determined by school administration). New students to the county may contact the school to inquire if there is availability in a program at their zoned school. Placement is provided to students transferring into the county from a program consistent to our own academy programs. These are reviewed on a case-by-case basis. 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.

Can I participate in a Program of Interest through the St. Johns Compass Program?

Students who receive a Family Empowerment Scholarship or are in the Florida Tax Credit Personalized Education Program are eligible to enroll in up to three fee-based courses pending seat availability. Interested families may complete the course request form here: [St. Johns Compass Course Request Form \(For Scholarship Recipients Only\)](#)

Where may I find more information?

Please visit our website at [Home - Career and Technical Education \(CTE\) of St. Johns County](#).

There are additional rules and procedures also outlined at [Policies and Procedures - Career and Technical Education \(CTE\) of St. Johns County](#)

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 904-547-6000 for assistance.