



Dear Student,

**Bay Link Manufacturing** is a unique work-based learning program combining manufacturing courses with projects presented by local companies focused on industrial welding, machine fabrication and metals. Students learn about accounting, sales, bidding and purchase orders, production planning, shipping, marketing and communications. You will demonstrate employability skills and knowledge through real-world work experiences in the areas of teamwork, decision-making, problem solving, and communication with customers and suppliers in the manufacturing business.

Students involved in **Bay Link Manufacturing** are prepared to attend a 2- or 4-year college to pursue an education in manufacturing and engineering or may be prepared to enter the world of work in an entry-level position. Students may also be interested in pursuing business, marketing, finance, accounting or other career pathways available in the industry. Students will earn three (3) high school credits and five (5) college credits from Northeast Wisconsin Technical College (NWTC) for successfully completing the courses aligned to **Bay Link Manufacturing**.

Course work:

- Recommended prerequisite: Metals 1  
*The prerequisite may be waived by the instructor based on the student's knowledge and skill.*

**Bay Link Manufacturing Program** courses:

- Intro to Machine Tool Apps – 1 GBAPS credit; 2 NWTC college credits
- Intro to Machine Tools – 1 GBAPS credit; 2 NWTC college credits
- Material Cutting Applications – 1 GBAPS credit; 1NWTC college credit

Juniors and seniors interested in **Bay Link Manufacturing** must complete an application and participate in a short interview to be eligible for this program. The application is attached to this letter.

All applicants will interview with a team representing the Green Bay Area Public School District, NWTC and the Northeast Wisconsin Manufacturing Alliance. Interviews will be held at your high school between 8:00 a.m.-3:00 p.m. with. Within two weeks of the interview, students will be notified if they are accepted to **Bay Link Manufacturing**.

If you have any questions or need any help completing your application please contact your school counselor. If you have questions about **Bay Link Manufacturing**, you may also contact Andrew Belongia, instructor, at [atbelongia@gbaps.org](mailto:atbelongia@gbaps.org) or at (920) 272-7485.

For more information please see: <http://baylinkmanufacturing.gbaps.org/>

Sincerely,

Andy Belongia, Instructor  
Bay Link Manufacturing  
West High School  
966 Shawano Avenue  
Green Bay, WI 54303  
Email: [atbelongia@gbaps.org](mailto:atbelongia@gbaps.org)  
Phone: (920) 272-7485

# Student Application Checklist

## Bay Link Manufacturing

## Bridges Construction & Renovation

## City Stadium Automotive (VS3)



Students interested in Bay Link Manufacturing, Bridges Construction & Renovation, and City Stadium Automotive (Vehicle Service 3) are required to complete an application and participate in a program interview. The student application checklist is designed to guide your application process. Please turn in your completed application to your school counselor by **Thursday, February 23, 2017**. If you have any questions, your school counselor is available to help you.

### Application Checklist:

- A one-page cover letter. Please briefly answer the following questions in your cover letter:
  - Why are you interested in this program?
  - Why are you a good candidate for this program?
  - Describe any experience you have in the area you are interested in.
  - What careers are you interested in pursuing after high school?
  - Be sure to sign the bottom of your cover letter!
  
- The Application
  - Please print so the reader can read every word. Use black or blue ink, not a pencil.
  - Your application must include names of three references; two references can be from teachers, coaches, principals or advisors who know you at school.
  - Your technology education teacher may not be one of your teacher references.
  - One reference must be from an adult (not a relative) who knows you from outside school.
  - Before listing anyone as a reference, please be sure to ask for their permission to do so.
  
- Your Resume (You may print your resume from your Career Cruising portfolio)
  
- A copy of your high school transcript
  
- Your attendance record from September 1, 2016 – January 20, 2017.

Thank you for your interest in taking advantage of one of the many career pathways the Green Bay Area Public School District offers! If you have any questions throughout this process, please contact your school counselor, one of the instructors listed below, or a Technology Education teacher at your high school.

Andrew Belongia, Instructor  
Bay Link Manufacturing

Glenn Buelow, Instructor  
City Stadium Automotive

Brian Loll, Instructor  
City Stadium Automotive

Doug Jahnke, Instructor  
Bridges Construction & Renovation

# Student Application for Bay Link Manufacturing, Bridges Construction & Renovation, and City Stadium Automotive

Please print using black or blue ink.



Name \_\_\_\_\_  
First Middle Initial Last

High School \_\_\_\_\_ Grade Level \_\_\_\_\_  
Currently Attending

Birth Date \_\_\_\_\_ High School Credits Completed \_\_\_\_\_  
Month-Day-Year

GPA \_\_\_\_\_ Career Interest Area(s): \_\_\_\_\_

Street Address \_\_\_\_\_ City, State, Zip Code \_\_\_\_\_

Phone Number \_\_\_\_\_ Email Address \_\_\_\_\_

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## Parent/Guardian Information:

\_\_\_\_\_  
Father's name Mother's name  
Check here if same as student's address \_\_\_\_\_ Check here if same as student's address \_\_\_\_\_

Street Address \_\_\_\_\_ Street Address \_\_\_\_\_

City, State, Zip Code \_\_\_\_\_ City, State, Zip Code \_\_\_\_\_

Phone Number \_\_\_\_\_ Phone Number \_\_\_\_\_

Email address: \_\_\_\_\_ Email address: \_\_\_\_\_

Employer/Job Title \_\_\_\_\_ Employer/Job Title \_\_\_\_\_

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## Education:

List the courses you have taken in high school that you believe have prepared you for this program:

\_\_\_\_\_  
\_\_\_\_\_

Do you have any career interests, skills or qualifications that support your participation in this program?

Yes \_\_\_\_\_ No \_\_\_\_\_  
Please list

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

**Employment History:** (If you have not been employed, you may list your community service experience).

*Present or Last Position:*

Employer: \_\_\_\_\_ Supervisor: \_\_\_\_\_

Address: (Street, City, State, Zip Code) \_\_\_\_\_

Phone Number: \_\_\_\_\_ Email: \_\_\_\_\_

Position Title: \_\_\_\_\_ Start date: \_\_\_\_\_ End date: \_\_\_\_\_  
00/00/0000 00/00/0000

Responsibilities: \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

Reason for leaving: \_\_\_\_\_ Wage: \_\_\_\_\_

*Previous Position:*

Employer: \_\_\_\_\_ Supervisor: \_\_\_\_\_

Address: (Street, City, State, Zip Code) \_\_\_\_\_

Phone Number: \_\_\_\_\_ Email: \_\_\_\_\_

Position Title: \_\_\_\_\_ Start date: \_\_\_\_\_ End date: \_\_\_\_\_  
00/00/0000 00/00/0000

Responsibilities: \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

Reason for leaving: \_\_\_\_\_ Wage: \_\_\_\_\_

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**References:** Name, Title, Address and Phone Number

1. **A teacher, coach, principal, associate principal, or school counselor (cannot include your technical education teacher)**

\_\_\_\_\_  
\_\_\_\_\_

2. **A teacher, coach, principal, associate principal, or school counselor (cannot include your technical education teacher)**

\_\_\_\_\_  
\_\_\_\_\_

3. **Someone outside your high school who knows you well (neighbor, employer, family friend; not a parent or relative)**

\_\_\_\_\_  
\_\_\_\_\_

I certify the information contained in this application is true and complete. I understand false information may be grounds for not including me in this program or for immediate dismissal from the program at any point in the future if I am registered for this program. I authorize the verification of any or all information listed above.

Student's Signature: \_\_\_\_\_

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

Parent's Signature / Date: \_\_\_\_\_