

## SY24-25 Phelps Architecture, Construction, and Engineering High School Admissions Process Rubric

For Grades: 9-11

**About the Phelps ACE High School Admissions Criteria:** At Phelps ACE High School, we are looking for scholars who are problem-solvers, have interest in our Career Technical Education program, and who are willing to work through challenges to find solutions. We find the most successful applicants are those who put in effort in their classes, even if their grades or scores are not perfect.

**About the Phelps ACE High School Admissions Process:** At Phelps ACE High School, our admissions process includes an essay, an interview, and two recommendations submitted through the My School DC application. We consider each admissions component for every candidate, and all applications are rated on a rubric. No single admissions component will be the sole determinant of eligibility. All students must complete an interview to be considered for admission.

Each component is scored and weighted according to the chart below.

Admissions Component	Weight	Notes
Academic Criteria Review (includes GPA and Attendance)	40% (12/30 points)	<p>Phelps ACE High School reviews grades (GPA) and attendance as part of the academic criteria review. There is no minimum GPA or attendance rate required, but a report card must be submitted.</p> <p>Typically, students who are successful in our program have a 2.5 GPA (recommended) or higher and 90% or higher in-seat attendance (recommended), though we have many students that entered with lower GPAs have been able to find success with the right support and strategies.</p>

<p>Interview</p>	<p>40% (12/30 points)</p>	<p>Phelps ACE High School believes strongly in identifying students with an interest in our programs and a willingness to solve problems. We want to get to know our future students and the interview is a helpful way to do this.</p> <p>We request that students attend the interview along with a family member (parent, legal guardian, or other close family member) or other important figure (coach, counselor, or mentor) who regularly supports them.</p> <p>During the student interview, the accompanying adult will have the ability to take a school tour or participate in Q&amp;A sessions with student ambassadors and/or PTO members. The accompanying adult's participation is not factored into scoring in any way.</p> <p>Based on health guidance and family circumstances, interviews may be conducted virtually for SY24-25. DCPS remains committed to monitoring and following health guidance.</p>
<p>On-Site Writing Sample (completed during the Interview)</p>	<p>10% (3/30 points)</p>	<p>Like the interview, the writing prompt is used to assess student interest in our programs and written communication skills. This prompt is completed on-site as part of the interview.</p> <p>Writing prompts will be assessed on an internal rubric used for all applicants, with essay scores counting for 10% of a student's eligibility score. Though students will be expected to write regularly throughout high school, the rubric for the prompt does not focus on technical writing skills such as grammar and vocabulary.</p> <p>Based on health guidance and family circumstances, writing prompts may be conducted virtually for SY24-25. DCPS remains committed to monitoring and following health guidance.</p>

Recommendations	10% (3/30 points)	<p>Phelps ACE High School uses teacher recommendations to better understand a student’s experience at school and to provide context to their report card.</p> <p>We request two recommendations. If only one is completed by the requested teacher, we will assess the student based on the one recommendation submitted. If no recommendations are submitted, then the school will add 10% weight to the interview.</p>
<p><b>Typically, all students who score a 15 or higher on the rubric will be eligible, though this minimum score may be adjusted lower annually based on a holistic review of each applicant. All applicants scoring above the minimum score are eligible, and applicants are ranked in order according to their cumulative rubric score.</b></p>		