Frequently Asked Questions

When can I apply for a program?

Students can start applying for a program in October of their Sophomore, Junior and Senior year to be considered to start a program in August of the following school year. We suggest students apply before winter break to be included in the priority registration group, which are the first students to be considered for our programs. We have class size limits for each program- because of this, many of our programs do have waitlists each year. If you have already graduated High School or have your GED, please click here to see our Adult Education Programs.

What is the application process for Public, Charter and Private School students?

- After completing an application online, each student needs to print the Application Verification Form (AVF) emailed to them, sign it, have their parent/guardian sign it, and turn the AVF into their counselor.
- Students who apply before January 26th, 2027 will be notified of their application status- students who apply after January 26th will automatically be placed on a waitlist and will then be notified if we have a seat available for them.
- Applications received by the school after the deadline will continue to be sent to West-MEC through the end of the summer.
- We begin considering and accepting students in February and will continue as seats allow through the end of the summer.

What is the application process for Homeschool students?

- Before starting the application, all homeschool students MUST have their transcript that includes a total unweighted GPA score ready to be uploaded.
- After completing an application online, each student needs to print the Application Verification Form (AVF) emailed to them, sign it, have their parent/guardian sign it. The signed AVF MUST be emailed to the application@west-mec.org to be considered for a West-MEC program.
- We begin considering and accepting students in February and will continue, as seats allow, through the end of the summer.
- Students who apply before January 26th will be notified of their application status- students who apply after January 26th will automatically be placed on a waitlist and will then be notified if we have a seat available for them.

When will I know if I'm accepted?

Students who apply before the priority registration deadline are notified in March if they have been accepted. Students who apply after the priority registration deadline will be notified any time between March and August if they have been accepted.

How much do West-MEC Programs cost?

As a Public School District, we do not charge tuition for High School students. Our programs do have registration fees; the cost varies by program. Click here to view our registration fees document. You will be required to pay tuition if any of the following criteria apply to you: ESA recipient, STO recipient, a junior in a two year program, GED recipient, foreign exchange student, lives outside of West-MEC boundaries, graduates before program completion. Click here to see the tuition rates, if applicable.

I'm interested in multiple programs- what should I do?

Although you can only be enrolled in one program, you can apply for three programs. Take some time to think about your program selection order, then rank them accordingly as you apply. Be sure that you think about the pathway which would be best to help you accomplish your career goals! Click here to view all the West-MEC programs.

How will I get from my school to a West-MEC Campus if I am accepted?

Students are responsible for their transportation. Although some students drive themselves, many carpool with family or with another student from their school. When applicable, students may apply for a city bus pass. Some districts do provide transportation- please contact your school counselor for more information.

Can I participate in West-MEC and play sports or work at the same time?

Our programs are often offered at the same time as practice for many sports and shifts for some jobs, so participating in these both can be challenging. Click here to review the program times offered. Cross-reference times with the practice times of the sport at your school. Additional morning programs have been added this year to better accommodate athletic schedules. A reminder that program attendance is mandatory and absences for sports, work and vacation are not excused.

Do I get credits for taking a West-MEC program?

As an accredited High School District, students earn elective credits toward graduation. In addition, many programs offer college credit opportunities that lead to a college degree. To view the number of High School credits click here then scroll to the program you are interested in. For each program offering college credit, click here.

What are the requirements to apply for a West-MEC Program?

Our programs have specific requirements that students must meet to be eligible for admission. For many of the programs, these requirements are completing specific courses with a grade of C or higher. To review the specific requirements for a program, click here. Please note the rubric includes a review of attendance, discipline record, and ECAP (Education Career Action Plan) for each applicant.

Does West-MEC accept IEP and 504 Plans?

As a Public High School we work with all students, including those with IEP and 504 plans. Our application process is a blind application; we are only notified that a student has an IEP or 504 after they have been accepted. We will work with the family and school to discuss the accommodations and modifications within the program setting.

What time are West-MEC Programs offered? What is the length of programs?

In an effort to have programs that fit all students' schedules, our programs are offered in the morning, afternoon and in the early evening. Programs range from 2.5 hours to 5 hours a day, and vary from 2 days to 5 days a week, and from 1 year to 2 years in length based on industry standards. For specific program times, click here. Note that school calendars vary and our calendar can be different from your school calendar.

What does a typical day as a West-MEC student look like?

Students spend part of their day at their High School and part of their day at one of our campuses. The exact scheduling depends on the program and your individual class schedule; it is recommended to check with your counselor to discuss your schedule. Click here to see for yourself!

Application Troubleshooting

Contact Us At:
application@west-mec.org



I completed the application but now the Application Verification Form (AVF) has the wrong name. What should I do?

Sometimes autofill will change the name you typed while creating your application. Please make an appointment with your high school counselor to submit an Application Edit Request. If you are a homeschool applicant, please email application@west-mec.org.

I chose the wrong program, campus or time. What should I do?

After you click submit, you will not be able to make any changes to your program, campus or time selections. Please make an appointment with your high school counselor to submit an Application Edit Request. If you are a homeschool applicant, please email application@west-mec.org.

I can't find my AVF. What should I do?

The quickest way for you to reprint your AVF will be to find it in your email inbox. AVF documents are emailed from noreply@focusmail.focus-sis.org. Please make an appointment with your high school counselor to have them print an AVF. If you are a homeschool applicant, please email application@west-mec.org.

I don't see the program I want to apply for listed on the application

Some of our programs have two names for state reporting. Our program names can be found by clicking on the program drop-down within the application to see the program location, time etc. The grade level and/or birthday entered may also affect what programs you're eligible to apply for. Some of our programs have grade-level and/or birthday requirements.

The application went blank while I was submitting. What should I do?

Sometimes server interruptions happen at inopportune times. If you did not receive an AVF emailed to you, please try to log in again with your email and password. Please make an appointment with your high school counselor to submit an Application Edit Request. If you are a homeschool applicant, please email application@west-mec.org.

The application is not loading properly

The application works best with Google Chrome. If you are using a different browser option, please try one of these to see if your issues are resolved.

I'm getting a "Permission Denied" error message

Email addresses can only be recorded in our system one time. If you are receiving this error message, you have already applied with that address and will need to navigate to your original AVF and contact us with the information at the top of this page if changes are needed.