



## **Introduction to SBI (School of Business & Industry) & Professional Development 9th Grade Honors Class**

**Prerequisite:** Grade of “B” or above in all Core Classes (English, Math, Science and Social Studies); successfully completed a keyboarding class or will enroll in such during 9<sup>th</sup> grade year; Personal statement expressing *Who Am I & Why I Am Interested in SBI*; Good behavior records; Core Subject Teacher Recommendations

This is a one-year honors business course designed to prepare students for acceptance into SBI I and to introduce students to skills that will prepare them for success in the world of work and higher education. This course provides students with the opportunity to acquire an understanding of the expectations for the student’s performance for the duration of their SBI matriculation and help them to quickly learn why SBIans are recognized as SUPERSTARS and why they are expected to perform accordingly. Students will be required to dress professionally once a week. Students will also be introduced to the 12 Principles to Business Success: Leadership; Time Management; Communication Skills; Teamwork; Community Involvement; Attitude; Critical Thinking Skills; Business Etiquette; Networking; Interpersonal Skills; Career Awareness & Development; and Navigating Adversity. Students will also be required to dress professionally once a week. SBI professional dress consist of the young men wearing dark slacks with a belt if there are belt-loops, dress shirts, ties, and dress shoes and the young ladies wearing knee-length dresses with sleeves, suits, or skirts and blouses with sleeves, pantyhose and dress shoes with enclosed toes and strap on back or back enclosed. No bare midriffs allowed. Young ladies do not have to be wear heels, they can wear flat shoes.

**Admission is by application.** All of the items listed below must be submitted to the student’s 8<sup>th</sup> grade counselor who will submit to SBI Admissions Team. It is the student’s responsibility to deliver the required material to his/her teachers and guidance counselor according to the instructions on these forms and to follow up with each one to ensure that all materials are submitted by deadline. **A complete application for the 2018-2019 school year must be submitted by March 2, 2018.** Parents/guardians and students will be notified of admissions status on or about April 27, 2018.

### **Items that must be submitted by March 2, 2018:**

- Completed Application
- Student’s Personal Statement: Who Am I & Why I Am Interested in SBI
- Copy of Current Report Card
- Recommendations from
  - English Teacher
  - Math Teacher
  - Science Teacher
  - Social Studies Teacher



**Introduction to SBI (School of Business & Industry) & Professional  
Development 9th Grade Honors Class**  
APPLICATION FOR ADMISSION  
2018-2019 School Year

Please use computer or write legibly to complete.

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

Address: \_\_\_\_\_

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

Home Phone: \_\_\_\_\_ Cell Phone: \_\_\_\_\_

Date of Birth: \_\_\_\_\_ Gender: \_\_\_Female \_\_\_Male

Name of Current School: \_\_\_\_\_

Name of Current School Counselor: \_\_\_\_\_

Name of Parent or Guardian  
with whom you live: \_\_\_\_\_ Relationship: \_\_\_\_\_

Parent/Guardian Phone Number: \_\_\_\_\_ E-Mail: \_\_\_\_\_

Completing and signing this application, along with my personal statement entitled: "Who Am I & Why I Am Interested in SBI", indicates my interest and my parent/guardian's interest in my being accepted into the **Introduction to SBI (School of Business & Industry) & Professional Development 9<sup>th</sup> Grade Honors Class**. Signing this form also indicates that I have achieved a grade of "B" or higher in my 8th grade English, Math, Science and Social Studies classes and that I agree to dress professionally once a week for the class.

\_\_\_\_\_  
**Signature of Student**

\_\_\_\_\_  
**Date**

\_\_\_\_\_  
**Signature of Parent/Guardian**

\_\_\_\_\_  
**Date**



**INTRODUCTION TO SBI & PROFESSIONAL DEVELOPMENT  
9<sup>th</sup> GRADE HONORS COURSE**

**PERSONAL STATEMENT REQUIREMENTS**

Please write an essay telling us something about yourself and why you are interested in SBI.

**CRITERIA**

- Minimum – 5-6 sentences
- Maximum – one page
- Put name and date at top of paper
- Title will be SBI Recruitment Essay—Who Am I & Why I Am Interested in SBI
- Include at least four good qualities that you possess and an example of how you use each one; also list one weakness that you would like to improve or remove
- Handwrite legibly in black or blue ink or use computer
- Double-space all lines (leave a blank line space between each line)

**INTRODUCTION TO SBI & PROFESSIONAL DEVELOPMENT  
9<sup>th</sup> GRADE HONORS COURSE**

**8<sup>th</sup> GRADE ENGLISH TEACHER RECOMMENDATION**

**PLEASE GIVE THIS FORM TO YOUR ENGLISH TEACHER, ASK HIM/HER TO COMPLETE & RETURN TO YOUR GUIDANCE COUNSELOR.**

NAME OF STUDENT \_\_\_\_\_

Dear English Teacher: This student has applied for admission into the dynamic SBI Prep Program's *Introduction to SBI (School of Business & Industry) & Professional Development 9<sup>th</sup> Grade Honors Course*. Please give a brief evaluation, sign, and place in a sealed envelope--with your name across the seal--and give to student's counselor. Your input is most important to the student being accepted & is needed **BEFORE MARCH 2, 2018**. Thank you so much for your cooperation.

PLEASE COMMENT ON THE FOLLOWING:

# of absences in your class \_\_\_\_\_ #of tardies \_\_\_\_\_

# of class cuts \_\_\_\_\_ # of suspensions \_\_\_\_\_

Attitude \_\_\_\_\_

Ability to collaborate with others \_\_\_\_\_

Type of student, including work ethics? \_\_\_\_\_

Writing skills \_\_\_\_\_

Do you believe student will be successful in a honors college prep course? \_\_\_\_\_

Teacher's Signature: \_\_\_\_\_ Date: \_\_\_\_\_

**REMINDER: PLEASE PLACE COMPLETED RECOMMENDATION IN AN ENVELOPE. SIGN ACROSS SEALED AREA, AND RETURN TO STUDENT'S COUNSELOR.**

**8<sup>th</sup> GRADE MATH TEACHER RECOMMENDATION**

**PLEASE GIVE THIS FORM TO YOUR MATH TEACHER, ASK HIM/HER TO COMPLETE & RETURN TO YOUR GUIDANCE COUNSELOR.**

NAME OF STUDENT \_\_\_\_\_

Dear Math Teacher: This student has applied for admission into the dynamic SBI Prep Program's *Introduction to SBI (School of Business & Industry) & Professional Development 9<sup>th</sup> Grade Honors Course*. Please give a brief evaluation, sign, and place in a sealed envelope--with your name across the seal--and give to student's counselor. Your input is most important to the student being accepted & is needed **BEFORE MARCH 2, 2018**.

Thank you so much for your cooperation.

PLEASE COMMENT ON THE FOLLOWING:

# of absences in your class \_\_\_\_\_ #of tardies \_\_\_\_\_

# of class cuts \_\_\_\_\_ # of suspensions \_\_\_\_\_

Attitude \_\_\_\_\_

Ability to collaborate with others \_\_\_\_\_

Type of student, including work ethics? \_\_\_\_\_

Writing skills \_\_\_\_\_

Do you believe student will be successful in a honors college prep course? \_\_\_\_\_

Teacher's Signature: \_\_\_\_\_ Date: \_\_\_\_\_

**REMINDER: PLEASE PLACE COMPLETED RECOMMENDATION IN AN ENVELOPE, SIGN ACROSS SEALED AREA, AND RETURN TO STUDENT'S COUNSELOR.**

**8<sup>th</sup> GRADE SCIENCE TEACHER RECOMMENDATION**

**PLEASE GIVE THIS FORM TO YOUR SCIENCE TEACHER, ASK HIM/HER TO COMPLETE & RETURN TO YOUR GUIDANCE COUNSELOR.**

NAME OF STUDENT \_\_\_\_\_

Dear Science Teacher: This student has applied for admission into the dynamic SBI Prep Program's *Introduction to SBI (School of Business & Industry) & Professional Development 9<sup>th</sup> Grade Honors Course*. Please give a brief evaluation, sign, and place in a sealed envelope--with your name across the seal--and give to student's counselor. Your input is most important to the student being accepted & is needed **MARCH 2, 2018**.

Thank you so much for your cooperation.

PLEASE COMMENT ON THE FOLLOWING:

# of absences in your class \_\_\_\_\_ #of tardies \_\_\_\_\_

# of class cuts \_\_\_\_\_ # of suspensions \_\_\_\_\_

Attitude \_\_\_\_\_

Ability to collaborate with others \_\_\_\_\_

Type of student, including work ethics? \_\_\_\_\_

Writing skills \_\_\_\_\_

Do you believe student will be successful in a honors college prep course? \_\_\_\_\_

Teacher's Signature: \_\_\_\_\_ Date: \_\_\_\_\_

**REMINDER: PLEASE PLACE COMPLETED RECOMMENDATION IN AN ENVELOPE, SIGN ACROSS SEALED AREA, AND RETURN TO STUDENT'S COUNSELOR.**

**8<sup>th</sup> GRADE SOCIAL STUDIES TEACHER RECOMMENDATION**

**PLEASE GIVE THIS FORM TO YOUR SOCIAL STUDIES TEACHER, ASK HIM/HER TO COMPLETE & RETURN TO YOUR GUIDANCE COUNSELOR.**

NAME OF STUDENT \_\_\_\_\_

Dear Social Studies Teacher: This student has applied for admission into the dynamic SBI Prep Program's *Introduction to SBI (School of Business & Industry) & Professional Development 9<sup>th</sup> Grade Honors Course*. Please give a brief evaluation, sign, and place in a sealed envelope--with your name across the seal--and give to student's counselor. Your input is most important to the student being accepted & is needed **BEFORE MARCH 2, 2018**.

Thank you so much for your cooperation.

PLEASE COMMENT ON THE FOLLOWING:

# of absences in your class \_\_\_\_\_ #of tardies \_\_\_\_\_

# of class cuts \_\_\_\_\_ # of suspensions \_\_\_\_\_

Attitude \_\_\_\_\_

Ability to collaborate with others \_\_\_\_\_

Type of student, including work ethics? \_\_\_\_\_

Writing skills \_\_\_\_\_

Do you believe student will be successful in a honors college prep course? \_\_\_\_\_

Teacher's Signature: \_\_\_\_\_ Date: \_\_\_\_\_

**REMINDER: PLEASE PLACE COMPLETED RECOMMENDATION IN AN ENVELOPE, SIGN ACROSS SEALED AREA, AND RETURN TO STUDENT'S COUNSELOR.**