



ENROLLMENT CHECKLIST

We want YOU to Succeed!

A high school diploma or equivalent is required to enroll

- Attend an Information Session. A link to schedule is provided when completing the Get Started form on the program webpage or by calling 513-645-8200.
- Schedule and pass WorkKeys® Assessments
Test is offered onsite at Butler Tech's LeSourdsville Campus
101 Jerry Couch Blvd., Middletown, OH 45044
 - Cost is \$78 for all three tests and good for 5 years
 - Required Scores-Math (4) Graphic Literacy (4) Workplace Documents (4)
 - If you're currently in high school, you may be able to take the WorkKeys for free
- Fill out a FAFSA® form at studentaid.gov using our school code **015492**.
Call 513-645-8200 to make an appointment with our Financial Aid Coordinator to discuss what financial aid may be available.

Practice

Schedule



Don't delay completing your enrollment steps. Class sizes are limited.

Take Control of YOUR Future!

- Provide High School Diploma, transcript or high school equivalency
- Final Step to Secure Your Seat!** Return the completed **Green** Enrollment Form (provided when you pass the WorkKeys® Assessments) along with your \$200 enrollment deposit that is credited toward your tuition (deposit is waived if you're being sponsored by the OhioMeansJobs WIOA grant).

Questions? Contact Business & Industry Administrative Assistant, Chris Neubarth
Phone: 513-645-8268 or email: neubarthc@butlertech.org