



Mountaineer Challenge Academy

APPLICATION GUIDELINES

- A. Submit **ORIGINAL** Application Packet (original signatures are required) and copies of documents to the MCA. Please do not FAX.
Mountaineer Challenge Academy
PO Box 586
Kingwood, WV 26537
- B. Complete the **Application Packet** in blue ink. Answer all questions, leave nothing blank. State appointed guardians must sign all documents if the applicant is in State custody. Use this checklist:
- 1. Application and Education / Employment / Legal Review
 - 2. Medical History Review
 - 3. Release of School Records – Sign and return. MCA will process with school.
 - 4. Mentor Prospects
 - 5. Emergency Notification and Authorized Transportation List
 - 6. Acknowledgments
- C. Submit a **COPY** of these documents with the Application OR bring to the Orientation event. Use this checklist:
- 1. Official Birth Certificate – not the hospital copy
 - 2. Social Security Card OR proof of application OR request for duplicate card
 - 3. Medical Insurance Card – front and back
 - 4. Current Immunization Records including:
 - Adult Tdap (Tetanus, Diphtheria, Pertussis)
 - TB (Tuberculosis)
 - Meningitis
- D. Attend an **Orientation – Processing – Interview (OPI)** event.
1. OPI is a LONG DAY starting PROMPTLY at 10am and ending at 4pm.
 2. A letter with the OPI date will be mailed to the applicant after MCA receives the application.
 3. The Applicant AND a Parent/Legal Guardian must attend OPI to sign forms.
- E. A **Mentor** is required for each Cadet. Start the process of finding your Mentor now. Visit www.wvchallenge.org and click on MENTORS to learn more about this unique part of the Program and download a Mentor Application. Submit your Mentor Application with your Cadet Application if possible. If you have questions, please call the RPM Assistant for your county.

The information provided on the application and forms required by the Mountaineer Challenge Academy must be accurate and truthful. If pertinent information is withheld OR false information is provided regarding the applicant, both the safety and well-being of the applicant could be jeopardized. If pertinent information is withheld OR false information is provided regarding the applicant, the applicant would no longer be considered for admission OR could be disenrolled from the program upon discovery of such information. This program is voluntary and deals with discipline, honor and confidence. The program is not equipped to cure or deal with issues that require therapeutic or addiction care or criminal behavior.



Mountaineer Challenge Academy

FREQUENTLY ASKED QUESTIONS ABOUT MENTORING

1. Are Mentors Required?

Mentors are required for every Cadet, no exceptions.

2. What is a Mentor?

Most dictionaries define a Mentor as “a wise and trusted teacher or counselor”. The required Mentoring relationship is crucial to the success of the Cadet and to Challenge. Mentors accept the challenge to help provide a link between the Cadet and the Academy, during both the Residential and the Post Residential Phase of the program.

3. Where do I find a Mentor?

The best place to find a Mentor is from people you know: family friends, teachers, police officers, pastors / churches, neighbors, counselors, military personnel, Boys and Girls Clubs, extended family, etc. It is the family's responsibility to identify a Mentor.

4. How many times does the Mentor have to come to the Academy?

Only one time! Mentors are only required to come to the Academy to attend Mentor Training and/or Matching Ceremony. All Mentors are welcomed and encouraged to attend graduation ceremonies.

5. When is Mentor Training scheduled?

Multiple training sessions are available at different times on different days. Time is set aside to meet with Cadets. Parents may not attend.

6. What are the qualifications for a mentor?

1. Complete the Mentor Application
 - a. At least 25 years of age or older
 - b. Same gender as the Cadet if possible
 - c. Live in close geographic proximity to the Cadet
2. Complete the Mentor Training
3. Submit fingerprints for background check
 - a. No felony convictions
 - b. No sex offense charges
 - c. No domestic battery charges
 - d. No alcohol and/or substance abuse charges in the past five (5) years
4. Limitations
 - a. Not an immediate family member of the Cadet
 - b. Not living in the same household as the Cadet
 - c. Not the parent of a Cadet in the same class
 - d. Not a current MCA Staff Member or their spouse
 - e. Not more than one Cadet per class per Mentor

7. When are Mentor Applications due?

Mentor applications must be received no later than Opening Day.



Mountaineer Challenge Academy

APPLICATION

Do not leave any questions blank. Do not FAX your application.

Full Name _____ Social Security Number _____
 Date of Birth _____ Age _____ Race _____
 Physical Address _____ County _____
 City _____ State _____ Zip _____
 Mailing Address _____
 City _____ State _____ Zip _____
 Home Phone _____ Male Female
 Height _____ Weight _____ Color Hair _____ Color Eyes _____
 Who do you live with? _____
 Have you been a resident of the State of West Virginia for thirty (30) days or longer? Yes No

Father _____
 Address _____
 City/State/Zip _____
 Home Phone _____
 Work Phone _____
 Cell Phone _____
 E-mail _____
 Progress Reports Yes No News Release Yes No

Step-Father _____
 Address _____
 City/State/Zip _____
 Home Phone _____
 Work Phone _____
 Cell Phone _____
 E-mail _____
 News Release Yes No

Mother _____
 Address _____
 City/State/Zip _____
 Home Phone _____
 Work Phone _____
 Cell Phone _____
 E-mail _____
 Progress Reports Yes No News Release Yes No

Step-Mother _____
 Address _____
 City/State/Zip _____
 Home Phone _____
 Work Phone _____
 Cell Phone _____
 E-mail _____
 News Release Yes No

Who is your legal guardian? _____
 Address _____
 City/State/Zip _____
 Home Phone _____
 Work Phone _____
 Cell Phone _____
 E-mail _____
 Physical Custody Legal Custody

Additional legal guardian _____
 Address _____
 City/State/Zip _____
 Home Phone _____
 Work Phone _____
 Cell Phone _____
 E-mail _____
 Physical Custody Legal Custody

FOR OFFICE USE ONLY	
Date App Received	OPI Date



Mountaineer Challenge Academy

EDUCATION / EMPLOYMENT / LEGAL REVIEW

Do not leave any questions blank.

Name _____

Date you quit school / last attended _____

Reason for leaving school _____

Have you ever been expelled or suspended from school? Yes No

Please explain: _____

Highest grade completed _____ Highest grade attempted _____ Credits Earned # _____

Most recent school attended: _____ Previous school attended: _____

Address _____ Address: _____

School phone: _____ School phone: _____

Most recent employment: _____ How Long? _____

Job Duties _____ Rate of Pay? _____

Can you return to this job? Yes No Would you like to pursue similar work? Yes No

List two possible careers for your future (1) _____ (2) _____

Have you ever been charged for anything other than a traffic ticket? Yes No

Any pending legal issues? Yes No

Explain all charges _____

Have you ever been on Probation? Yes No

Start Date: _____ End Date: _____

Reason for Probation: _____

Have you been on an Improvement Plan? Yes No

Start Date: _____ End Date: _____

Reason for Improvement Plan: _____

Name of Probation Officer _____ Phone _____

The information provided in this application is complete, accurate and truthful.

Signature of Parent/Legal Guardian / Date

Signature of Applicant / Date



Mountaineer Challenge Academy

MEDICAL HISTORY REVIEW (page 1 of 2)

This review of the applicant's health history does NOT require a doctor's visit, well child appointment, or physical exam.

IDENTIFYING INFORMATION

Name: _____ DOB: _____ MCA Class # _____
 Address: _____ Age: _____ Responsible Adult: _____
 City/State/Zip: _____ Insurance _____

FAMILY HEALTH HISTORY

PARENTS, SIBLINGS, GRANDPARENTS HAVE/HAD:

<input type="checkbox"/> HEART DISEASE	<input type="checkbox"/> SEIZURES	<input type="checkbox"/> MENTAL ILLNESS
<input type="checkbox"/> HIGH BLOOD PRESSURE	<input type="checkbox"/> TUBERCULOSIS	<input type="checkbox"/> MENTAL RETARDATION
<input type="checkbox"/> ELEVATED CHOLESTEROL	<input type="checkbox"/> ASTHMA	<input type="checkbox"/> SUICIDE
<input type="checkbox"/> KIDNEY PROBLEM	<input type="checkbox"/> THYROID PROBLEM	<input type="checkbox"/> EATING DISORDERS
<input type="checkbox"/> DIABETES	<input type="checkbox"/> EYE DISORDERS	<input type="checkbox"/> OBESITY
<input type="checkbox"/> CANCER	<input type="checkbox"/> EARLY USE OF GLASSES	<input type="checkbox"/> DRUG / ALCOHOL ABUSE
<input type="checkbox"/> BLOOD DISORDER	<input type="checkbox"/> ALLERGIES	<input type="checkbox"/> CIGARETTE / CIGAR USE
		<input type="checkbox"/> SMOKELESS TOBACCO

CHILD'S HEALTH HISTORY

HAS CHILD HAD:

<input type="checkbox"/> MEASLES	<input type="checkbox"/> PHYSICAL ABUSE / NEGLECT
<input type="checkbox"/> MUMPS	<input type="checkbox"/> EYE OR VISION PROBLEMS
<input type="checkbox"/> RUBELLA	<input type="checkbox"/> ROTAVIRUS (SUDDEN SEVERE DIARRHEA & VOMITING)
<input type="checkbox"/> CHICKEN POX	<input type="checkbox"/> URINARY TRACT INFECTION
<input type="checkbox"/> HEPATITIS	<input type="checkbox"/> FREQUENT CONSTIPATION
<input type="checkbox"/> MENINGITIS	<input type="checkbox"/> FREQUENT DIARRHEA
<input type="checkbox"/> EXPOSURE TO TB	<input type="checkbox"/> UPPER RESPIRATORY INFECTION
<input type="checkbox"/> HEART MURMUR _____	<input type="checkbox"/> HIGH OR LOW BLOOD PRESSURE _____
<input type="checkbox"/> RHEUMATIC FEVER	<input type="checkbox"/> ARTHRITIS, RHEUMATISM, BURSITIS _____
<input type="checkbox"/> SEIZURE _____	<input type="checkbox"/> GALL BLADDER TROUBLE OR STONES _____
<input type="checkbox"/> ASTHMA _____	<input type="checkbox"/> CHRONIC COUGH OR COLDS
<input type="checkbox"/> EAR INFECTION	<input type="checkbox"/> SHORTNESS OF BREATH
<input type="checkbox"/> STREP THROAT	<input type="checkbox"/> HIGH BLOOD LEAD LEVEL
<input type="checkbox"/> CONJUNCTIVITIS	<input type="checkbox"/> HEAD INJURY, FAINTING, MEMORY LOSS, CONCUSSION(S) _____
<input type="checkbox"/> KIDNEY STONES	<input type="checkbox"/> RUPTURE OR HERNIA
<input type="checkbox"/> DIABETES _____	<input type="checkbox"/> LOSS OF FINGERS OR TOES _____
<input type="checkbox"/> SKIN DISEASE	<input type="checkbox"/> TUMOR, CYST, CANCER _____
<input type="checkbox"/> SCARLET FEVER	<input type="checkbox"/> THYROID TROUBLE _____
<input type="checkbox"/> MENSES	<input type="checkbox"/> PAIN (CIRCLE): FOOT ANKLE KNEE _____
<input type="checkbox"/> CHILDREN OF OWN _____	SHOULDER NECK _____
<input type="checkbox"/> OTHER _____	

CHILD'S NUTRITIONAL HISTORY

ALLERGIES TO MEDICATION (List) _____
 ALLERGIES TO FOOD (List) _____
 ALLERGIES TO ENVIRONMENT (List) _____
 SPECIAL DIET/NUTRITIONAL NEEDS _____
 HISTORY OF EATING DISORDERS (List) _____



Mountaineer Challenge Academy

MEDICAL HISTORY REVIEW (page 2 of 2)

This review of the applicant's health history does NOT require a doctor's visit, well child appointment, or physical exam.

CHILD'S PSYCHOSOCIAL HISTORY

HAS CHILD HAD PROBLEM WITH:

- | | |
|---|--|
| <input type="checkbox"/> MOTOR SKILLS | <input type="checkbox"/> FIRE SETTING |
| <input type="checkbox"/> ACCIDENT PRONE | <input type="checkbox"/> DESTROYS PROPERTY |
| <input type="checkbox"/> SLEEPING | <input type="checkbox"/> TORTURES ANIMALS |
| <input type="checkbox"/> NIGHTMARES | <input type="checkbox"/> APPROPRIATE EXPRESSION OF ANGER |
| <input type="checkbox"/> BEDWETTING (AFTER 6 YEARS) | <input type="checkbox"/> GETTING ALONG WITH CHILDREN / PEERS |
| <input type="checkbox"/> SLEEPWALKING | <input type="checkbox"/> GETTING ALONG WITH SIBLINGS |
| <input type="checkbox"/> HEARING | <input type="checkbox"/> GETTING ALONG WITH PARENTS / ADULTS |
| <input type="checkbox"/> SUPPOSED TO USE HEARING AID | <input type="checkbox"/> SEXUAL ACTING OUT |
| <input type="checkbox"/> CURRENTLY USES HEARING DEVICE | <input type="checkbox"/> CONCENTRATION |
| <input type="checkbox"/> VISION | <input type="checkbox"/> HYPERACTIVITY |
| <input type="checkbox"/> SUPPOSED TO WEAR GLASSES _____ | <input type="checkbox"/> ISOLATION |
| <input type="checkbox"/> CURRENTLY USES GLASSES OR CONTACTS _____ | <input type="checkbox"/> LEARNING |
| <input type="checkbox"/> SPEECH | |

CHILD'S CURRENT HEALTH ASSESSMENT

EVALUATED FOR SPECIAL EDUCATION SERVICES YES NO DATE OR YEAR: _____

CURRENTLY HAS I-E-P OR 504 PLAN YES NO REASON(S) FOR IEP OR 504: _____

DIAGNOSIS FROM EDUCATIONAL/PSYCHO-EDUCATION TESTING (EXAMPLES: IQ, ADD, ADHD, ODD, SLD, LD, BD, ETC): _____

PROFESSIONAL COUNSELING FOR _____

MENTAL HEALTH DIAGNOSIS (EXAMPLES: DEPRESSION, ANXIETY, PERSONALITY DISORDER, ETC): _____

TREATED FOR DEPRESSION: DR _____

ATTEMPTED SUICIDE: DATE _____

TREATED FOR SUICIDE ATTEMPT: DR _____

NERVOUS TROUBLE OF ANY SORT _____

SMOKING/TOBACCO _____

DRUG / ALCOHOL USE _____

CHRONIC, ON-GOING ILLNESSES (list) _____

HISTORY OF HOSPITALIZATIONS (list all medical, mental health , behavioral) _____

SURGERIES (LIST) _____

BROKEN BONES (LIST) _____

HAS REGULAR DOCTOR: DR _____ DATE OF LAST SCREEN: _____

CURRENT HEALTH COMPLAINT(S) _____

CURRENT MEDICATION(S): _____

NAME OF PARENT OR LEGAL GUARDIAN: _____ DATE: _____



Mountaineer Challenge Academy

CONSENT FOR RELEASE OF SCHOOL RECORDS

**MCA WILL PROCESS THIS DOCUMENT WITH THE SCHOOL.
APPLICATION CANNOT BE PROCESSED WITHOUT THIS DOCUMENTATION.**

I authorize the Board of Education in _____ County to assist the Academy in evaluating my child's eligibility by providing a complete and confidential report containing all applicable documents.

<p>Previous standardized test scores – WVEIS Report 771</p> <p>Grade transcript and credit history</p> <p>Permanent health record w/immunizations</p> <p>Individual Education Plan and Psychological Evaluation with recommendations if you received OR were tested for Special Education services</p> <p>504 Plan with Psychological Evaluation and recommendations</p>	<p><u>APPLICANTS</u></p> <p>Preference: Submit photocopies of the identified items and send them in as part of your application.</p> <p>OR IF NECESSARY</p> <p>Give a <u>photocopy</u> of this signed form to your school and have them send items directly to the MCA. FAX 304-329-2429</p> <p>ORIGINAL FORM GOES TO MCA</p>
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SCHOOL STAFF: If this request cannot be completed at the local level, please identify the contact person where the request was forwarded.

Forwarded to: _____ By: _____

Phone: _____ Date: _____

Most Recent School _____	Previous School _____
School Address: _____	School Address: _____
City/State/Zip: _____	City/State/Zip: _____
School Phone: _____	School Phone: _____
School FAX: _____	School FAX: _____

Full Name of Applicant: _____

Date of Birth: _____ Social Security Number: _____

Street Address: _____

City/State/Zip: _____

Signature of Parent/Legal Guardian / Date

Signature of Applicant / Date

MAIL OR FAX TO:

Mountaineer Challenge Academy
1001 Army Road – Camp Dawson
Post Office Box 586
Kingwood, WV 26537

FAX Preferred: 304-329-2429

FOR SCHOOL OFFICIALS ONLY

Date of Withdrawal OR Date Last Attended

Name of School Official

Title

Date

Telephone #

FAX #



Mountaineer Challenge Academy

ACKNOWLEDGEMENTS (page 1 of 2)

CADET NAME: _____

1. TRUTHFUL DISCLOSURE

I do hereby swear or affirm that the information I provide on the application and forms required by the Mountaineer Challenge Academy are accurate, complete and truthful to the best of my knowledge. I understand that if I withhold pertinent information or provide false information regarding my child that not only can I jeopardize my child's safety and well being but that my child may be disenrolled from the Program upon discovery of such information.

2. PRIVACY ACT RELEASE

I understand that the Mountaineer Challenge Academy operates under the authority of Public Law 102-484, Sec. 1091e(2). In order to evaluate my application for admission, to assess my progress during residential training and to assist with my post-residential placement goals, I authorize the Academy to collect and use the personal data necessary at the program, state and national level. I understand that these disclosures are voluntary; however, if I do not authorize this action, I will not be selected for enrollment in the Academy.

3. RELEASE OF INFORMATION

I consent, under applicable State and Federal Laws, to the release of information concerning my participation in the Mountaineer Challenge Academy. I understand that such information may be obtained from my initial application as well as any documentation generated by the Mountaineer Challenge Academy and will be recorded electronically. This includes Personal Identifiable Information, training documentation for the 8 Core Components, academic training and testing, Post Residential Placement, Mentoring, and medical care. I understand this includes photographs, news releases and interviews with the Media. I consent to the release of my information as it pertains to my enrollment and training with the Academy.

4. SCHOOL ENVIRONMENT

I understand that the Mountaineer Challenge Academy is a quasi-military school. The Academy is voluntary and develops academic skills, self-discipline, honor and confidence. The Academy is a hands-off program, which uses verbal control to maintain structure and discipline. It is not a juvenile detention facility and does not "lock down" Cadets. The Academy does not treat issues that require therapeutic intervention, addiction care or criminal behavior modification.

5. ELIGIBILITY

I understand the requirements for enrollment. This applicant does not have a high school diploma or equivalency certificate. This applicant is no longer attending WV public school or is academically at-risk.

Signature of Parent/Legal Guardian / Date

Signature of Applicant / Date



CADET NAME: _____

6. EDUCATIONAL DEVELOPMENT AND CREDENTIALS

I may receive a high school diploma from my WV home high school by achieving all required criteria; successful completion of the high school equivalency assessment, WIN certification training and the NGYCP Career and Technical Education course work. I understand that receiving a high school diploma or a high school equivalency diploma is not guaranteed but based on my individual test performance. Progress in all of the program's 8 Core Components is required for successful completion. Educational credentials are not required for graduation from the Academy. The Mountaineer Challenge Academy is recognized as a Special Alternative Education Program and is an approved Option Pathway site for all of West Virginia. I understand that if the high school diploma or high school equivalency diploma is not achieved during the Residential Phase, I may return to the high school under the Option Pathway and / or with Credit Recovery in some counties to complete the diploma. Educational backgrounds other than WV public schools (home school, private school, cyber school, etc.) will be handled on a one-to-one basis in accordance with state directives.

7. SUBSTANCE ABUSE TESTING

I acknowledge that the Academy is a drug-free program. The Academy is free of alcohol, tobacco and other illegal substances or illegally used substances. I will be screened by qualified individuals for illegal substances as a condition of my enrollment, following leave, randomly, "For Cause", or "For Reasonable Suspicion". If I test positive at any time, I will be immediately terminated from the Academy. I consent to these tests.

8. SECURITY SYSTEM USE

I understand that the Academy uses surveillance cameras in the buildings to facilitate the safety and security of the Cadets and Staff. The cameras are located in all areas: classrooms, gym, DFAC, hallways, living areas, and latrine. Cameras in the latrine areas are used in the case of an incident and are protected by a command lockout available only to the Director or Deputy Director. The Mountaineer Challenge Academy has notified me of the use of security cameras.

9. FINANCIAL RESPONSIBILITIES

I understand that the Mountaineer Challenge Academy is free to the teenagers selected to participate. However, I could incur expenses during my enrollment. I am responsible for any expenses resulting from routine medical care, medications, over the counter items, haircuts, and/or stamps. I understand that I am responsible for the clothing items and training gear issued to me by the Academy even if I do not graduate. If these items are misplaced, lost, damaged, destroyed or stolen, I am required to pay for them. I am responsible for the replacement or repair of any property that is damaged or destroyed because of my behavior. I understand that the Academy is NOT liable or responsible for my personal property.

Signature of Parent/Legal Guardian / Date

Signature of Applicant / Date



Mountaineer Challenge Academy

MENTOR PROSPECTS

PLEASE PRINT CLEARLY

CADET NAME: _____

- I understand that Mentors are a requirement of the National Guard Youth Challenge Program and MCA.
- I understand that the best, strongest relationships are built with positive adults in the Cadet's life.
- I understand that more information will be provided to the Cadet and family during Orientation.
- **I am identifying the following persons as possible/prospective Mentors and will discuss this opportunity with them.**

NAME/ADDRESS	TELEPHONE	GENDER M/F	OVER 25 Y/N	RELATIONSHIP TO CADET NOT IMMEDIATE FAMILY	LIVE IN SAME HOUSEHOLD AS CADET Y/N	IN MILES - HOW FAR DO YOU LIVE FROM CADET
	HOME: WORK: CELL:					
	HOME: WORK: CELL:					
	HOME: WORK: CELL:					
	HOME: WORK: CELL:					
	HOME: WORK: CELL:					

Signature of Parent /Legal Guardian / Date

Signature of Applicant / Date



Mountaineer Challenge Academy

EMERGENCY NOTIFICATION / AUTHORIZED TRANSPORTATION

PLEASE PRINT CLEARLY

CADET NAME: _____

Prioritize who may be notified in case of emergency and/or who is authorized to transport.

1. List ALL parents/legal guardians
2. Provide 3 additional names and contact numbers from **different households**

	NAME	RELATIONSHIP	HOME PHONE	WORK PHONE	CELL PHONE	EMERGENCY	TRANSPORT
1						<input type="checkbox"/> Yes <input type="checkbox"/> No	<input type="checkbox"/> Yes <input type="checkbox"/> No
2						<input type="checkbox"/> Yes <input type="checkbox"/> No	<input type="checkbox"/> Yes <input type="checkbox"/> No
3						<input type="checkbox"/> Yes <input type="checkbox"/> No	<input type="checkbox"/> Yes <input type="checkbox"/> No
4						<input type="checkbox"/> Yes <input type="checkbox"/> No	<input type="checkbox"/> Yes <input type="checkbox"/> No
5						<input type="checkbox"/> Yes <input type="checkbox"/> No	<input type="checkbox"/> Yes <input type="checkbox"/> No

1. I acknowledge that the Academy will call down the list until one person has been notified.
2. I acknowledge that only authorized persons over the age of twenty-one (21) with a valid drivers license may transport Cadets.
3. I acknowledge that Cadets will not be released to anyone suspected of being under the influence of drugs or alcohol.

 Signature of Parent/Legal Guardian / Date