

SY25-26 and SY26-27 Phelps Architecture, Construction, and Engineering High School Admissions Process Rubric For Grades: 9-11

Note: This rubric will be in effect for SY25-26 and SY26-27 admissions.

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 applicants must complete an interview to be considered for admission.

Each component is scored and weighted according to the chart below. Applicants must receive a minimum total score of 15 to be considered eligible for admission. Applicants who score lower may also be deemed ineligible. All eligible applicants are ranked according to the total number of points earned.

Admissions Component	Weight	Notes
Academic Criteria Review (includes GPA and Attendance)	12/30 points	<p>Phelps ACE High School reviews grades (GPA) and attendance as part of the academic criteria review. The final SY23-24 and SY24-25 First Quarter report cards must be submitted. There is no minimum GPA or attendance rate required, but both report cards must be submitted. The minimum GPA recommended is 2.5</p> <p>Typically, applicants who are successful in our program have a 90% or higher in-seat attendance, though we have many applicants that entered with lower GPAs have been able to find success with the right support and strategies.</p>

<p>Interview</p>	<p>12/30 points</p>	<p>Phelps ACE High School believes strongly in identifying applicants who demonstrate a genuine interest in our CTE programs and possess a strong willingness to solve problems. We value the opportunity to connect with our future students, and the interview process serves as an effective means to achieve this. We want to get to know our future applicants and the interview is a helpful way to do this.</p> <p>We request that applicants 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 applicant interview, the accompanying adult will have the ability to take a school tour or participate in Q&A sessions with applicant 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 requested to be conducted virtually for SY25-26.</p>
<p>On-Site Writing Sample (completed during the Interview)</p>	<p>3/30 points</p>	<p>Like the interview, the writing prompt is used to assess applicant interest in our programs and written communication skills. This prompt is completed on-site as part of the interview.</p> <p>Though applicants 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. The writing sample focuses on a clear understanding of CTE objectives and demonstrates genuine enthusiasm for career-oriented education. Additionally, the sample should showcase critical thinking and problem-solving abilities, highlighting analytical skills in addressing educational challenges and proposing innovative solutions.</p> <p>Based on health guidance and family circumstances, interviews (which include the completion of the on-site writing sample) may be requested to be conducted virtually for SY25-26.</p>



Recommendations	3/30 points	<p>Phelps ACE High School uses teacher recommendations to better understand an applicant's experience at school and to provide context to their report card.</p> <p>We request two (2) recommendations. If only one is completed by the requested teacher, we will assess the applicant based on the one recommendation submitted. A single recommendation will be sufficient for full credit in this section. However, if no recommendations are submitted 1 point will be added to the weight of the interview.</p>
<p>Applicants must receive a minimum total score of 15 to be considered eligible for admission. All eligible applicants are ranked according to the total number of points earned.</p>		