June 2023

Dear Parent or Guardian:

On behalf of the Lebanon County Career and Technology Center (LCCTC), I would like to welcome your student to the Automotive Technology program for 2023-2024 school year.

Students in Automotive Technology will be expected to purchase and/or complete the items on the attached sheet(s). All uniform purchases, if applicable, must be made with Major League Screen Printing. They can be contacted at 717-270-9511, or you may use the LCCTC link from www.lcctc.edu and use the "Uniform" link at the top of the page. Students are expected to have all necessary items as listed on the attached forms, on the first day of school.

Please plan to attend the event below to obtain the following valuable information regarding the LCCTC: student schedules, attendance and grading policies, curriculum, classroom rules and procedures, lunch information, college credit opportunities, parent portal, etc. A reminder letter will be mailed concerning the Parent Orientation in mid-August.

Important Dates

August 23, 2023 at 6PM	Back to School Event
August 28, 2023	First Day of School

Please contact me at 717-273-8551 ext. 2228 or by email at acuva@lcctc.edu if you have any questions. I look forward to working with you to prepare your student for post-secondary education and/or a career in the automotive technology field.

Sincerely,

Angelo Cuva
Automotive Technology Instructor

Attachment(s)

The items below are required or optional (indicated in right-hand column) for enrollment in your CTC program. Please have all required items purchased and/or completed by the first day of school. If your program has a uniform requirement, you are expected to be in uniform the first day the CTC is in session. **Optional Information:** Do you have internet access or a computer in your home? Please be prepared to provide your home and/or cell phone number and email address at Parent Orientation.

If you have any questions, please contact me at 717-273-8551 ext. 2228 or by email at acuva@lcctc.edu.

Automotive Technology Program Checklist

Purchased or Completed	Item	Required/Optional (R or O)
☐	**(2) Navy Blue Uniform Shirts (your *first name* on shirt)**	**R**
☐	**(2) Navy Blue Uniform Pants, such as Dickies**	**R**
☐	**(1) Work Shoes/Boots oil resistant – BLACK**	**R**
☐	**Mechanics Gloves (Amazon, etc.)**	**O**
☐	**Mechanics Belt – BLACK (Amazon, etc.)**	**R**
☐	**Pocket Flashlight (exp. Streamlite)**	**R**
☐	**Pocket Screwdriver**	**R**
☐	**3-ring 2" Binder w/Pockets**	**R**
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