



Date ____/____/____

4 DIGIT VIDEO CODE : _____

Name		General Background Info	
		Class: TR <input type="checkbox"/> HED <input type="checkbox"/> Other <input type="checkbox"/>	
		High School Diploma <input type="checkbox"/> GED <input type="checkbox"/> Graduation Year: _____	
Address		High School/GED Name: _____	
		Location: _____	
City, State, Zip		Medical History: Diabetes <input type="checkbox"/> Insulin-dependent <input type="checkbox"/> MS <input type="checkbox"/>	
		Seizures <input type="checkbox"/> Sleep Apnea <input type="checkbox"/> Fainting <input type="checkbox"/> Other: _____	
E-mail		None <input type="checkbox"/> Taking Prescription Meds? <input type="checkbox"/> (May need doctor's clearance)	
		Can You Pass: DOT Drug Test <input type="checkbox"/> Physical <input type="checkbox"/>	
Cell Phone Number		Home Phone Number	
		Working: <input type="checkbox"/> No <input type="checkbox"/> Fulltime <input type="checkbox"/> Part-time Hours: _____	
		Laid Off: No <input type="checkbox"/> Lay Off Letter <input type="checkbox"/>	
		Unemployment: <input type="checkbox"/> Applied <input type="checkbox"/> Collecting <input type="checkbox"/> Exhausted <input type="checkbox"/> N/A	
Most Recent Employer		Military Information	
		Are you a Veteran: No <input type="checkbox"/> Chapter 31 <input type="checkbox"/> Chapter 33 <input type="checkbox"/> DD214 <input type="checkbox"/> COE <input type="checkbox"/>	
		Branch of service: Marines <input type="checkbox"/> Air Force <input type="checkbox"/> Navy <input type="checkbox"/> Army <input type="checkbox"/> Coast Guard <input type="checkbox"/>	
		Honorable Discharged <input type="checkbox"/> Dates of Service: _____	
Type of Work		How did you hear about CIT?	
		Stick Shift <input type="checkbox"/> HAZ <input type="checkbox"/> TWIC <input type="checkbox"/> RSO <input type="checkbox"/>	
		Felonies <input type="checkbox"/> : _____ Misdemeanors <input type="checkbox"/> : _____	
		Conviction Dates: _____	
		Prison Dates: _____	
Funding Source/City		Post Ed. Goals?	
		Citizenship/Immigration	
		Citizenship/Immigration Docs (Birth/Naturalization, Passport, etc) <input type="checkbox"/>	
		Proof of CA Residency (utility bill, insur.doc, etc. w/ name/address) <input type="checkbox"/>	
		Can you locate Social Security Card? Yes <input type="checkbox"/> No <input type="checkbox"/>	
Case Worker/Phone Number		Job Leads?	
		Fact Sheet HED: _____ <input type="checkbox"/> Catalog <input type="checkbox"/> <input type="checkbox"/> Illegal Substances Rules	
		EE Score: _____ / _____	
		Staff Initials: _____ Staff Initials: _____	
		Staff Initials: _____ Staff Initials: _____	

LAST NAME

Additional Comments:



College of Instrument Technology / Heavy Equipment Driver

17156 Bellflower Blvd., Bellflower, CA 90706 (562) 925-1785 Fax: (562) 925-5855 www.HEDcollege.com

ONLINE ORIENTATION INSTRUCTIONS (9/29/20)

1. Please visit our website: **www.HEDcollege.com**
2. Click on **ORIENTATION ONLINE** and follow instructions.
3. **ORIENTATION ONLINE** page displays:
 - a. Orientation Video;
 - b. 3 EASY STEPS TO GET STARTED;
 - c. Email address and fax number for submitting the orientation form;
 - d. CIT-HED Orientation book (flyers with information regarding our training programs and drug policy);
 - e. CIT-HED Orientation Sheet to be downloaded, filled, and submitted to CIT;
 - f. **Link** to tuition funding sources: www.careeronestop.org
4. View the Orientation Video for information regarding our school training programs. Watch for and write down the 4-digit VIDEO CODE provided.
5. Download and fill out the Orientation Sheet, answering all questions thoroughly. Include the VIDEO CODE. If something does not apply to you, You may write N/A.
6. Click on the funding information link: www.careeronestop.org and enter your zip code in the search box.
 - a. You will see a list of local work sources to contact. Call several of them and ask if tuition funding is available before making an appointment with them. If you qualify, the work source may pay for your entire training program.
7. You can either print & handwrite your info, take a picture with your phone and email it back or you can use a free text editing program such as “Adobe Fill and Sign Form Filler” and then fax or email it to us:
 - a. Fax: 562/925-5855
 - b. Email: Office@HEDCollege.com
8. Upon receipt, we will contact you to schedule an in-person orientation and a 12-minute entrance exam to determine your eligibility for acceptance into one of our training programs that might benefit you.

Good Luck and hope to see you soon!

CIT/HED has successfully placed 93%-100% of our graduates in training related jobs since 2010