

Essex Tech Application Guide for Parents & Guardians

[Guía de aplicación de tecnología de Essex para padres](#)

[Guia de aplicação de tecnologia Essex para pais](#)

☐ [April 2025: Click here to skip to the relevant section](#)

☐ [Link to the application](https://essextech.go2cte.com/) - <https://essextech.go2cte.com/>

☐ A **parent personal email must be the email used** to create an application. From the admissions staff, *“We can not communicate with students or use any middle school emails at login as it causes firewall issues.”*

☐ Students must **choose one preferred BMS staff member, ask for their email** address, and submit the email address in the application. The staff person will automatically receive a link to the recommendation form via email.

☐ **No recommendation letters are accepted.**

☐ **There is no essay.**

☐ **No transcript/record request needs to come from you.** Mrs. Lilley will automatically upload all BMS applicants' records by January 31st. The parent release is embedded in the Essex Tech application.

☐ Students ideally take time to learn about the programs offered at ET in order to identify the **student's FIVE preferred programs of study**. Their choices reflect that the student understands the purpose of an Essex Tech education: training and certification in a specific profession. *(These program choices are not used after admission. Freshman make new selections.)*

☐ [Essex Tech Programs](#)

Commonly Asked Questions

- ☐ **How can a student best prepare?**
 - ☐ **Be curious** about your interests, likes, dislikes, etc. Try out and join a BMS club if the student doesn't have any extracurricular activities.
 - ☐ **Show up** to school every day
 - ☐ **Do your best** academic work
 - ☐ **Follow the student code of conduct and expectations**
 - ☐ Attend the [Open House](#) or Watch these (somewhat outdated!) virtual tours of Essex Tech one video a day to get a sense of which shop/program is your favorite
 - ☐ **Agricultural Programs:**
https://youtu.be/R4EuPXNyNXY?si=THkx85zcC5DgZ_7V
 - ☐ **Construction-related Programs:**
<https://youtu.be/XGhxjtUg1PA?si=LYQHM1RuU1Qoerdy>
 - ☐ **Health Services Programs:**
<https://youtu.be/jiLi-Yt6pWU?si=kpww9TXU3NrR6Ab7>
 - ☐ **Manufacturing, Engineering, and Technology:**
https://youtu.be/yTWJ8964nus?si=78PRNQKn1I_2ArIp
 - ☐ **Customer Service Programs:**
<https://youtu.be/g3LbcNPaiQc?si=fq7tNZRwSJDqmkNF>
 - ☐ **Admissions Home Page** <https://essexnorthshore.org/admissions/>
 - ☐ **Attend an interview prep session** in January so you know what to expect.
- ☐ **Can I submit a letter of recommendation from my coach/instructor/favorite teacher?** No letters of recommendation are accepted. Each student may select one BMS staff member to fill out the recommendation form.
- ☐ **Do I need to do community service hours?** No. If you do, you can mention it during the interview.
- ☐ **What do I need to know about interview prep at BMS?**
 - ☐ Interview prep is offered at BMS four weeks before the interview
 - ☐ Options for interview prep include the following...

- ☐ Small groups during GA with teacher permission (Google form to come for sign-ups)
- ☐ 1:1 during the school day (Email Mrs. Lilley or use the QR code)
- ☐ Drop-in interview prep from January 27th through February 28th
 - ☐ Where? in 3rd floor cafeteria
 - ☐ When? on Mondays, Tuesdays & Thursdays
- ☐ Progression & format of interview includes...
 - ☐ Week 1: Reflect & write answers to sample interview questions
 - ☐ Week 2: Practice answering questions aloud to your peers
 - ☐ Week 3: More practice 😊
 - ☐ Week 4: Mock Interviews w. BMS Staff
- ☐ **What do I need to know about the interview?**
 - ☐ The interviews take place at BMS during the school day in several TBD office spaces anywhere in the building.
 - ☐ Interviews last 15 minutes or less, depending on the student's answers.
 - ☐ Essex Tech counselors and staff conduct interviews over the course of three days.
 - ☐ Interview times and dates are scheduled after January 10th.
 - ☐ Essex Tech schedules the interview date/time & lets Mrs. Lilley know. You will hear ASAP when those details are given. The interviews will be posted outside Mrs. Lilley's office, emailed, & you will receive a pass.
- ☐ **What if I'm on a 504/IEP?**
 - ☐ Do you think your accommodations are relevant to an interview setting?
 - ☐ If a student needs accommodations to successfully complete their interview, please let Mrs. Lilley know at mlilley@beverlyschools.org. We can ensure that the interview is scheduled in an appropriate space and at a

preferred time of day based on their needs, among other accommodations.

- ☐ If you are accepted, Essex Tech special education coordinators and a counselor will meet remotely with the student, their family, and counselor before the start of the fall semester to ensure the student's special education needs are met.

☐ **What if I don't want to take Spanish?**

- ☐ It's a requirement to take 2 years of Spanish at Essex Tech.

☐ **What if I want to do art/band/chorus/strings/drama?**

- ☐ Option 1: After school clubs including music or drama club
- ☐ Option 2: Beverly High School may be a better fit for a student who would like to continue participating in art & music programming. Attending Essex Tech is essentially school choice, so BHS offerings are no longer available once you become a student at Essex Tech.

The Application Decision & Notification Process

☐ What goes into the application decision?

- ☐ Grades: from 7th grade and 1st trimester of 8th grade
- ☐ Attendance: unexcused absences from 7th grade through 8th grade
- ☐ Conduct: suspensions or lack thereof
- ☐ Recommendation: your chosen BMS adult fills out an online form
- ☐ Interview: This is 40% of the application score.
- ☐ Luck: Out of approximately **150 BMS applicants (2022-2023)** 55 students received letters of acceptance during April vacation, 9 students were accepted off the waitlist, and 54 students decided to attend Essex Tech. **Many qualified students were not offered admission.**

☐ What happens after the admissions decision is made?

- ☐ Letters are mailed home during April vacation.
- ☐ By Wednesday of April vacation, applicants' families can view their status on the [Essex North Shore Go2CTE portal](#).
- ☐ Accepted students' families must confirm their intention to enroll their child by the following week. **If you received a conditional letter of acceptance: You must actively ACCEPT or DECLINE the offer of admission by replying to the admissions office.**
- ☐ As families accept or decline the offer of admission, their status changes from "Conditional Accept Letter Sent" to "Incoming" or "Declined after Accepted" or "Waitlist."
- ☐ **If you are accepted off the waitlist over the summer, please let the BHS registrar know by emailing lquill@beverlyschools.org.**
- ☐ If you received a waitlist letter, you have the option to appeal. See the relevant section from their school policy copied below.

☐ How do I appeal a waitlist status?

☐ VII. REVIEW & APPEALS

- ☐ You may write a letter to the superintendent at this email address: **appeals@essextech.net**
- ☐ You must explain the reasons why your child should be admitted to Essex Tech.
- ☐ The letter must be written by a parent or guardian.
- ☐ The letter may include optional supporting documents (report cards, attendance, staff recommendation).

- ☐ “If ENSATS places an applicant on a waitlist, the applicant or the parent/guardian may request a review of that decision by sending a letter to the Superintendent-Director within fourteen days of notification of placement. Appellants are encouraged to provide written documentation or verification to support their request for reconsideration of an application (e.g. grade reports, attendance documentation, etc.) in their appeal. All appeal requests must be made in writing to the Superintendent-Director and be forwarded to: **appeals@essextech.net** or Admissions-Appeals, Essex North Shore Agricultural & Technical School District, 565 Maple Street, Hathorne, MA 01937. The District will respond to these requests for review in writing and indicate whether the decision to waitlist the student will stand or be overturned. The Superintendent-Director’s decision is final and Essex North Shore Agricultural & Technical School District SY22-23 Page 15 will be communicated to the parent(s)/guardian(s) within thirty (30) school days of receipt of the written request for appeal.”

- ☐ Copied from the following document:

<https://essextech.go2cte.com/Documents/AdmissionsPolicy.pdf>