



How Do I Apply to BCTC?

October 15, 2025
Mrs. Mazzie



BCTC Application Checklist

BCTC Application Process



1. Online Application

I have completed the [BCTC online application](https://berkscareer.com/apply-to-bctc/). It can be found at this link:

<https://berkscareer.com/apply-to-bctc/>.

Please make sure to select Boyertown as your School District.

2. Teacher Recommendation Form

I have spoken to 2 of my teachers about being a recommender for my BCTC application.

-I have listed the teachers who have agreed to be my recommender below. If I am using an employer, it will be one that works within the field related to my chosen program.

Teacher 1: _____

Teacher 2 (OR Employer): _____

I have filled out the top of the teacher recommendation forms with my name and program choice and provided both teachers with the form. I asked the teachers to turn in the form to the school counseling office.





BCTC Essay

VIDEO EXPLAINING ESSAY PROMPT

[Link to JotForm: Where you can enter your responses and have it emailed to you](#)

I also created a Google Document you can use as a guide for your essay which shows an example. [Please click here](#)

You will need to hit FILE- MAKE A COPY

I have watched the video explaining how to complete the BCTC essay and carefully followed each step of the prompts. I also reviewed my work for spelling, punctuation, and grammar. My completed essay is attached to this form.

Admissions Agreement

My parent/guardian and I have completed the admissions agreement, including the health insurance section. I have attached the completed admissions agreement to this form.





Important Notes

1. All of the information to apply to BCTC can be found at this website: <https://www.boyertownasd.org/Page/6144>.
2. You are responsible for requesting teacher recommendations.
3. You are responsible for submitting your BCTC application within the deadline required.
4. For more BCTC resources, please go to this website:
<https://docs.google.com/document/d/18KByDfVI-RtMS8WuVlpx0a6p7ctFkkHt-gEbNCVY46I/edit>