

Work-Based Learning: Career Practicum Course #6105

Work-Based Learning: Career Practicum is a capstone course intended to provide students with opportunities to apply the skills and knowledge learned in previous CTE and general education courses within a professional work environment. The course allows students to earn high school credit for select models of work-based learning, which allow students to interact with industry professionals in order to extend and deepen classroom work and support the development of postsecondary and career readiness knowledge and skills.

1. Safety training: All students enrolled in work-based learning must complete safety training and master a safety test with 100% accuracy. No student will be allowed to perform any job declared hazardous by the state of Tennessee for minors while enrolled in WBL/Co-op.
2. Driver License: Students must provide proof of their age. Copies must be kept with the required WBL/Co-op documents by the WBL/Co-op Coordinator.
3. Personalized Learning Plan: All students enrolled in work-based learning must complete, during the school year, a personalized learning plan or portfolio. Students will complete these personalized learning plans as part of their WBL/Co-op grade.
4. Required Documents: All students enrolled in the WBL/Co-op program must have on file with the WBL/Co-op Coordinator and with their employer copies of the following documents.
 - A. Work-based Learning Agreement
 - B. Work-based Learning Insurance and Emergency Agreement
 - C. Work-based Learning Safety Training Log
5. Credits: Students with 1 hour of WBL/Co-op (Seventh period) must average working 5 days/week during the school day.
6. Attendance: Students must maintain 90% attendance at school to participate in WBL/Co-op. This means you cannot be absent more than 9 days during either semester to participate in WBL/Co-op.
7. Grading: WBL/Co-op grades will be averaged from the following.

A. Weekly wage, hours, and journal reflections	40%
B. Personalized Learning Plan	40%
C. Employer evaluation	10%
D. Attitude/participation	10%

WBL/Co-op Coordinator: Beverly Jackson

Planning period: 10:10-11:00 am

School phone: 263-5541

E-mail address: bjackson@mcmminnschools.com

The quickest way to reach me is through my e-mail. I check it regularly during the day.

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We have read and understand the requirements for WBL/Co-op.

Student signature

Parent/Guardian signature

Date

Date