

**Work Experience Acknowledgement**

**Name**: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ **Student** #: \_\_\_\_\_\_\_\_\_\_\_\_\_\_

 (Print first and last name)

You have indicated an interest in beginning a Work Experience Study program as part of your high school learning plan as incorporated into the partnership program. Work Experience 12A is a four-credit course with final percentage grade assigned when completed. Students may take a period of 12 months to complete the course if it cannot be completed during the present school year. A minimum of 90 hours of designated work plus school assignments make up the remainder of the course. The min 90 hours may be done at more than one work site.

Work experience placements may take place during school time, after school, or on weekends. Some placements may require you to committing time over winter, spring, or summer break. If a student is using their paid work to meet the work experience hours, the hours only count after a SD42 designate has visited the job site and obtained a signature from a manager.

**Evaluation**:

25 marks - for 90 hours of wex (must complete at least 90 hours on the job)

25 marks – for student log

10 - Employer evaluation/reference letter

40 - Classroom Assignments (Cover letter, resume, participation, thank you letter, improvement plan, reflection)

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Student Signature Date (month/day/year)

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Parent Signature Date (month/day/year)