



What is Work-Based Learning?

Work-Based Learning is an opportunity for students to...

- **Replace high school electives with time spent learning new skills, applying the knowledge and skills gained in the classroom, and preparing for the future.**
- **Explore career interests through internships**
- **Develop a work history while earning a paycheck through a part-time job**
- **Gain hands on work experience while also supporting the community with a local non-profit organization.**
- **Create a portfolio and create a personal network that will help gain future employment**

Next Steps

- Complete the WBL Application <http://bit.ly/WBLAPP> (case sensitive)
- Talk with your parents about your desire to be in Work-Based Learning and transportation (You are responsible for your own transportation to and from WBL sites)

VERY IMPORTANT

- Make sure you are attending your current classes
- Make sure you are on time to your current classes
- Make sure you are turning in work for your current classes
- Talk to family friends, neighbors, and other personal contacts about a potential internship opportunity. Many times the connections you already have are the best ones

Work-Based Learning Fact Sheet

Requirements:

- **At least 16 years old**
- **Good attendance, punctuality, and track record of turning in assignments during the current/previous school year.**
- **Previous CTAE coursework.**
- **Reliable transportation**
- **Applications must be submitted the semester prior**
- **If accepted to WBL, students that need help getting an internship or job must attend a Work Readiness Workshop. In this session students will create resumes, go through training for interviews, and learn the essential skills necessary to be successful in Work-Based Learning.**
- **Students that want to use a job or internship found on their own must have the site approved by a WBL Coordinator.**
- **All students and a parent/guardian are required to participate in a WBL Orientation. The WBL Orientation is designed to ensure that parents and students are fully aware of the structure of the program, grading guidelines, and process for finalizing WBL placements and schedules.**