

Work-Based Learning

The Work-Based Learning program is run in the high schools across the state of Utah. This program provides three courses for high school students:

Apprenticeships for 11-12 grade

An apprenticeship is a formal system of training supervised by high school personnel while the student is in high school. Apprenticeships involve two required components: on the job training and related classroom instruction. On the job training is given under the supervision of the employer whose role it is to provide structured formalized training as defined in a training plan. While, classroom instruction occurs at the high school, applied technology college, etc. Apprentices earn a wage while they learn a career. The apprenticeship must be registered with the Department of Labor - Bureau of Apprenticeship and Training. Placement into an apprenticeship program is based on the student's College and Career Readiness Plan.

Workplace Skills Class for 11-12 grade in connection with a CTE Internships

This course emphasizes skills needed to successfully prepare young people for the work environment and shows relevance of academic classes to future career and educational goals. The course covers: the application process, legal and safety issues, ethics, goal setting, teamwork, conflict resolution, etc. for career readiness. Workplace Skills is the classroom instruction component of the experience and the student also has a CTE Internship experience with this class.

CTE Internships for 11-12 grade

CTE Internships provide on the job training opportunities that are directly related to a career goal and College and Career Readiness Plan. Students may or may not also attend the Workplace Skills Class. They are supervised by a high school WBL Coordinator. Student have assignments to complete during this time and submit to the WBL Coordinator as well as on site experiences.

Requirements for a student are:

- A student is on track for high school graduation with the necessary credits.
- A student has taken or currently is enrolled in a CTE class related to the internship opportunity.
- A student is in 11th or 12th grade.
- The internship may be paid or unpaid.
- The WBL Coordinator or student may locate a site for the internship.
- The WBL Coordinator will make an initial visit to set up and the site and then at least one additional on-site visit during the semester.
- Students obtain the necessary approval, signatures and documents prior to beginning the internship from parents, administration, WBL Coordinator and mentor for the site.
- Students are able to provide their own transportation.
- Students have been trained/prepared for the internship with an endorsed and qualified WBL Coordinator to supervise the internship.
- Students will complete assignments during the semester whether they are in the Critical Workplace Skills Class/Internship or Internship only.
- Students and mentors will completed evaluations as requested.
- Students and mentors will complete Skill Grids to document skills and learning during the internship.
- Ninety hours of time during a semester are required for a one period course. This may include the course/internship or internship.
- Student interns may not displace a worker.

- The Hazardous Occupations/skills may not be performed period (See WBL website <http://schools.utah.gov/CTE/wbl/Work-Based-Learning-Manual/Legal-Issues.aspx>).
- It is a one semester course.
- Appropriate supervision and records by a school/district coordinator must be maintained.

For further details contact you WBL Coordinator in the high school or sherry.marchant@schools.utah.gov