



Employment/Educational Opportunities

Work experience is designed to prepare students for the transition from Secondary school to the world of work or further training and education. It provides an opportunity for students to connect what they learn in the classroom with the skills and knowledge needed in the workplace and in society in general. Work experience allows students the opportunities to observe and practice the employability skills and attitudes required in the workplace, while exploring possible careers in their chosen focus area. In addition, Work Experience allows students to develop self-reliance, self-direction, and the self-confidence necessary for effective teamwork, life-long learning and workplace success.



Requirements for program admission:

Students must be 14 years of age or older, attending high school and willing to complete 100 hours of Work Experience (paid or unpaid). To qualify, students must complete this application package, including parent/guardian signatures. To ensure course credit and completion, it is essential that students return all documentation including self-reflections, training plans, placement agreements, term reports, and work-based training record.

Courses to be taken at high school:

COURSE	CREDITS	GRADE	REQUIREMENTS
WEX 12A	4	Grades 11, 12 school year	100 hours of work experience
WEK 12B	4	Grades 11, 12 school year	100 hours of work experience

In order for credit to be earned, students must complete placement hours and submit all assignments and forms. Students must complete WEX12A before starting WEX12B. Credits for paid or non-paid work experience that occurred in the past is not permitted. (No back-dating)

Student Name: _____

Date: _____

Work Experience 12A & 12B



Application Requirements

Applicant: keep this form for your records

Applicants must meet the following requirements:

- Be in Gr. 11 or Gr. 12 at the start of program.
- Be registered in a Chilliwack School District school.

Step 1:

- Submit **completed** Chilliwack School District Career Programs application package (requires both student and parent signatures).
- Submit a current Resume and Cover Letter.
- Package can be submitted to your Work Experience Facilitator/office.**

Step 2:

When the application package has been processed, students will be contacted regarding the following requirements:

- Workplace Safety Package
- Placement Request Form(s)
- Work Experience 12 Training Plan (to be completed before hours to be worked)
- WEX12 Work Term Report
- Student Reflection

Only complete application packages will be processed.

Career Programs Application



Chilliwack
School District

Name: _____

Current Grade _____

ITA YOUTH TRAIN IN TRADES

Automotive Service Technician

Hairstylist

Welding

ITA YOUTH WORK IN TRADES

Specify trade _____

REGIONAL CAREER PROGRAMMING (RCP) - UFV

Specify Course Option:

WORK EXPERIENCE

WEX 12A

WEX 12B (Must complete WEX 12A first)

I, _____ do hereby declare that I will:

- Adhere to the School District Code of Conduct
- Adhere to the School Code of Conduct
- Be in attendance at all courses
- Maintain passing grades in all courses

I am aware that this program is a challenging opportunity and am willing to abide by the rules set forth by Chilliwack School District.

Student's Signature

Parent's Signature

Date: _____

Date: _____

District Career Programs Registration



Chilliwack
School District

STUDENT INFORMATION

Legal Last Name _____

Legal First Name _____

Usual Last Name _____

Preferred First Name _____

Birth Date (Day/Month/Year) _____

Home Phone _____ CELL Phone _____

Student email (please print clearly) _____

Home School _____ Grade _____

IMMIGRATION/CITIZENSHIP STATUS

International Student

ADDRESS INFORMATION

Street Address _____

Apt No _____ City _____

Province _____ Postal Code _____

Mailing address (if different from above) _____

PROGRAM

Have you had learning assistance in middle or high school? Yes No

ELL (English Language Learner)

Special Education – which program? _____

*I have an IEP (Individualized Education Plan)

PARENTS/GUARDIANS

First Contact

Relationship to student _____

Last Name _____ First Name _____

Address (if different than student) _____

Home Phone _____ Work Phone _____

Cell phone _____ Email _____

Second Contact

Relationship to student _____

Last Name _____ First Name _____

Address (if different than student) _____

Home Phone _____ Work Phone _____

Cell phone _____ Email _____

Are there any legal documents in force re: custody/guardianship/access? Yes No

If so, please explain briefly _____

Have you provided a copy of these legal documents to the school? Yes No

District Career Programs Registration



MEDICAL INFORMATION

Dr Name _____ Phone _____

Care Card No. _____

Allergies and Conditions _____

Are any of these conditions life threatening? Yes No If so, which? _____

Life Threatening Conditions/Medications or Treatment Required:

Condition _____ Treatment _____

(AP 327 – Medical Alert Conditions, AP328 – Administration of Medication to Students, and AP 330 – Allergic Shock (Anaphylaxis). Copies are available at the school office or on the District website).

Parent/Guardian Name: _____ Signed: _____
(Parent/Guardian)

Dress Code:

It is expected that students conform to district dress code guidelines in addition to work site specific requirements (e.g. Trade specific, Professional office attire, Personal Protective Equipment, Uniform)

Date: _____ Student Signature: _____

Student Information Release:

In accordance with the Freedom of Information and Protections of Privacy Act, Chilliwack School District requires consent to use personal information for purposes unrelated to educational programs. Please sign for each item below if you authorize disclosure as described.

I give my consent for release of my name, address, email and phone number to school district personnel to enable them to contact me regarding school issues, meetings or school related activities.

Date: _____ Student Signature: _____

Student Images

Your child's photograph may be used for administrative and identification purposes consistent with providing an educational program. In addition, your child's name, photograph and comments may be published in the school yearbook, school newsletter or brochure, school video or in a district annual report, calendar or website.

I consent to the use of my child's name, photograph and comments for purposes consistent with the above.

Date: _____ Parent/Guardian Signature: _____

Students cannot be photographed in classrooms or in school yards during school hours without student or parental consent. However, at various times throughout the school year, the school may invite spectators – including parents or media – to certain school events (school play, concert, sporting event, special classroom activities, etc.)

I consent to the publication of my child's name, photograph and comments in the news media for purposes consistent with the above.

Date: _____ Parent/Guardian Signature: _____