

WORK-BASED LEARNING (WBL) APPLICATION - Ooltewah High School

IMPORTANT: This form is formatted as a fillable .pdf form, so students can type answers in the boxes below. When done, the form must be printed and submitted, along with your resume, to Mrs. Kibble in Room 422. The form will not allow you to save your answers, so make sure to print your document before you close it. You can also choose to print the blank form and fill it out by hand with legible printing.

ADMISSION MINIMUM REQUIREMENTS

The Student Must:

- be at least 16 years of age;
- be on track to graduate;
- have a clearly defined career goal;
- be a student in good standing as pertaining to attendance, behavior, and grades;
- have completed or concurrently completing related coursework/pathway
- submit a teacher recommendation and a resume
- have transportation;
- be willing to submit to health/substance screenings that may be required by the employer.

Return to Vickie Kibble
in Room 422.

Teacher Recommendations

****A teacher recommendation is required to be submitted on behalf of the student. It is the student's responsibility to request the recommendation from the selected teacher, and to follow-up to insure the recommendation has been submitted prior to the application deadline.**

To request recommendations, students should e-mail or speak to the selected teacher and ask them to write a Teacher Recommendation. The recommendation should be submitted to Mrs. Kibble at: kibble_v@hcde.org or an be placed in my teacher's mailbox in the workroom.

****Please acknowledge that you have requested a teacher recommendation. Yes**

Applicant Information

Student Last Name:		Student First Name:	
School:		Expected Graduation Year:	
Address/City/St/Zip:			
School Email Address:		Student Cell Phone Number:	
Parent/Guardian Name:			
Parent Email Address:		Parent/Guardian Daytime Phone Number:	

Career & Employment Information

Identify Your Career Goal:		
Are you currently employed? Yes <input type="radio"/> No <input type="radio"/>	If Yes: Company Name:	If Yes: Supervisor's Name:
How many hours/week do you currently work:	Company Phone Number:	Supervisor's Phone Number:
Company Address:		

Guidance/Administration

Current student GPA: _____	Any discipline issues? _____ No _____ Yes
Attendance issues: _____ No _____ Yes.	Explanation: _____
Explanation: _____	_____
Counselor/Administrator Signature: _____	

Additional Information

Do you have any responsibilities or obligations that could interfere with your ability to work after school hours (for example: sports, school/community activities, part-time job, and family/childcare responsibilities)?

Yes

No

If yes, briefly explain:

Do you have dependable transportation from school to your job?

Yes

No

*****A brief (one page) resume is required and must be included with the WBL application. Your resume should include any prior/current work experience and relevant training, certification or specific skills related to your desired WBL placement. If desired, include any leadership roles you have/had in school activities or organizations, and community organizations or events.**

To submit your resume please print a copy and attach it to the printed application above when you submit it.

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