

Business Partners' Work-based Learning Course Overview

Work-based Learning (WBL) experiences offer students the opportunity to apply skills learned through academic coursework in real world professional environments.

The entire enrollment process is **Student Led**, meaning the student must take the leadership role from start to finish, with support from parents, educators, and business partners.

It is a privilege for a student to be nominated & approved to participate in a Work-based Learning course.

The desired outcomes for participating students are as follows:

- Earned high school credits
- Validation of career interests
- Resume building career experience
- Professional relationships
- Increased college & career readiness

The desired outcomes for participating business partners are as follows:

- Confirming the commitment to support education
- Growing the local talent pool
- Reduced training & recruitment costs

WBL hours worked count toward the special recognition of "**Completer**" at graduation, further enhancing students' college & career readiness. Academic credit requirements, compensation, and activities vary with each WBL placement.

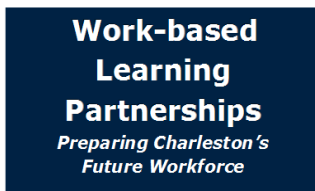
Work-based Learning Course Experiences Available:

MOST COMMON: Internships & Cooperative Education (Co-op) programs connect students with an opportunity to deeply explore their chosen career major through "hands on" learning in the occupation. Student, teacher of record, and business partner sign a training agreement that delineates all stakeholder responsibilities. Students must complete regular time sheets, weekly journals of their experiences, and other assignments as given. Students receive course credit for their completed assignments and work experiences.

A 1 to 1 Mentoring Experience engages a student with a willing volunteer who possesses workplace skills and knowledge to be mastered by the student. The mentor instructs the student, critiques the performance of the student, challenges the student to perform well, and works in consultation with classroom teachers and the employer of the student. Mentoring experiences typically last at least one semester, and can continue sometimes for multiple years.

Youth Apprenticeships are formal relationships between an employer and employee during which the worker, or apprentice, is paid while learning a specific occupation in a structured program. A statewide program called Apprenticeship Carolina helps facilitate this WBL opportunity, and employer tax credits are available. Visit www.apprenticeshipcarolina.com for more info.





Work-Based Learning Business Partner Connection Process Example

Example of process for connecting a student with a WBL Experience for high school credit at your organization:

1. **INTEREST:** Initial conversation with school representative or CCSD WBL Partnership Coordinator to discuss the potential to host a Work-based Learning experience.
2. **OPPORTUNITY:** Discuss the opportunity with all internal stakeholders (Human Resources, Management, etc.) to ensure all organizational requirements are honored.
 - a. Student work schedule - specific times & term?
 - b. Compensation?
 - c. Assigned direct supervisor?
3. **COMMUNICATE WILLINGNESS:** Confirm willingness to offer WBL opportunity via this [online form](#), or directly with your established CCSD point of contact.
4. **INITIAL INTERVIEW WITH STUDENT:** Pre-qualified students are assigned by their Teacher of Record to make an appointment with the business partner's designated contact for an interview meeting.
 - a. The student's goal in this initial meeting is to be offered a WBL experience with your organization. The student has not been guaranteed anything at this point.
 - b. Student will explain and leave behind a special form called the "[Business Partner Intent Form](#)" – as the process is Student Led, they will submit this form with their package to their Teacher of Record for final WBL Course approval.
5. **WBL EXPERIENCE OFFER:** In compliance with any of your organizational on-boarding requirements, student is invited to fill the WBL position. Completed "[Business Partner Intent Form](#)" is returned to the student to turn in with their WBL Course application package.
6. **ORIENTATION:** Direct supervisor, Teacher of Record and student attend short WBL course orientation meeting at student's school. WBL Training Agreement is finalized and signed by all parties.
7. **WBL COURSE START:** WBL Course Experience begins on the agreed first day.