



# Business Partner Intent Form

This document is an indication of a business partner's *intent* to offer a Work-based Learning (WBL) Opportunity to a student(s) for a specified time. This is not a binding agreement, and if circumstances change the business partner is not obligated by this intent. Once students receive approval for a WBL the program, an official training plan will be prepared.

Name of Business: \_\_\_\_\_

Address: \_\_\_\_\_

WBL Supervisor: \_\_\_\_\_

Phone: \_\_\_\_\_ FAX: \_\_\_\_\_ E-mail: \_\_\_\_\_

Student Name: \_\_\_\_\_ Student Career Major: \_\_\_\_\_

List 5 measurable tasks / responsibilities to be performed during the WBL experience. Tasks should be aligned with student's career major - to be used during WBL evaluation.

(1) \_\_\_\_\_

(2) \_\_\_\_\_

(3) \_\_\_\_\_

(4) \_\_\_\_\_

(5) \_\_\_\_\_

Link to WBL Training Agreement outlining the program's policies and responsibilities:  
<http://charlestonempowered.com/main/wp-content/uploads/2014/08/2014-15-WBL-Experience-Training-Agreement.pdf>

## Statement of Intent:

I, \_\_\_\_\_ have discussed the work-based learning program with the student listed above. I agree to provide a meaningful Work-based Learning experience as outlined in a training agreement/plan, and document the student's progress. I understand that an official work-based learning agreement/plan must be completed before the student may be permitted to go to the work site.

\_\_\_\_\_  
Supervisor Signature

\_\_\_\_\_  
Date