

Adult & Community Education Services

OnLine Work and Learn Co-op

Wednesday July 4 – Friday August 10, 2018

OnLine Work and Learn Co-op combines Employment Experience with an On-line Component.
Senior Level Students – Grades 11 and 12.

PLEASE RETAIN FOR FUTURE REFERENCE

If you have summer employment On-Line Work and Learn Co-op is an opportunity for you to earn two elective credits, while gaining hands on experience.

Student Information

STUDENT RESPONSIBILITIES

- To have the approval of your school Principal.
- To submit a **resume** with your completed application to your school's Guidance Department or Co-op Education Department.
- To arrange a suitable placement/employment before start of summer school.
- To follow all rules, regulations and policies of both the employer and the District School Board of Niagara related to dress, health and safety, attendance and work schedule.
- To work in an appropriate manner, exhibiting good work ethic, initiative and citizenship.
- To make the employer aware of any special health issues that might impact on your placement (e.g. medication requirements).
- To have your own transportation to and from your co-operative placement/employment.
- To maintain regular communication with teacher through text and email.
- To update hours of work tracker weekly and complete online assignments in the expected time period.

INFORMATION TO REMEMBER

- The course runs from Wednesday July 4 – Friday August 10, 2018
- Regular attendance is required. Students and their families must ensure that holidays and other activities do not jeopardize their enrolment status in the program.
- **Students must complete a minimum of 6 hours per day, 5 days per week, (minimum 220 hours) plus complete online assignments to achieve 2 elective credits.**

For program inquiries, please contact Jake McIntosh:

Cell: (289)213-4976

Email: jacob.mcintosh@dsbn.org

The entire application MUST be completed prior to submission



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Student Registration

PLEASE PRINT

OEN #: (Mandatory, can be found on your credit- counseling sheet)

Last Name: First Name:

Address: City:

APT/UNIT/P.O. Box: Postal Code:

Student Cell #: Text? YES NO

Parent Cell #: Text? YES NO

Gender: MALE FEMALE Date of Birth:

Social Insurance #: Health Card #:

Language First Spoken: Status in Canada:

Medical Condition (if applicable):

Internet Access: HOME OTHER: Student Email address:

Home School 2017/2018: SHSM Area Specialization:

Recommended Course Code (to be submitted by Home School)

EMERGENCY CONTACT INFORMATION

Name (First & Last): Relationship to Student:

Home #: Cell #: Work#:

Email address of Parent/Guardian:

Signature and date fields for Principal, Parent/Guardian, and Student.

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EMPLOYMENT INFORMATION

Paid Position

Volunteer Position

EMPLOYMENT CONTACT INFORMATION

Employer/Company Name: _____

Supervisor Name: _____

Address: _____

City: _____

Work #: _____

Cell: _____

Email: _____

ONLINE LEARNING INFORMATION

Do you have an active DSBN login and password? YES NO

Have you completed an online course before? YES NO

Are you familiar with Google Classroom? YES NO

Please submit completed application by one method only by Friday, June 22, 2018 to:

Mail: Adult & Community Education
Attention: Kelly Levesque
535 Lake St.
St. Catharines, ON L2N 4H7

Email: SummerCoop@dsbn.org
Fax: 905-646-7042
Attention: Community Education

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