

# HURRICANE HIGH SCHOOL

## SCHOOL-TO-CAREER WORK-BASED LEARNING

### INTERNSHIP SYLLABUS

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#### SCHOOL SUPERVISOR

Holly Sullivan  
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435-635-3280 ext 3081

WEBSITE: <http://hhsinternship.weebly.com/>  
Grades: Jr's & Sr's  
Units of Credit: .5

#### COURSE DESCRIPTION

Work-Based Learning Internships provides on the job training opportunities that are directly related to a career goal and course of study. Therefore, a student must have taken or currently be enrolled in a class related to the internship opportunity. This Work-Based Learning experience is designed to bridge the gap between school and work.

#### COURSE REQUIREMENTS

- SUPERVISION BY SCHOOL
- CCR Alignment
  - *Student placement is tied to career goal and is driven by the College & Career Readiness process.*
- Related CTE Class to Internship (WBL) Placement
  - *Student is enrolled in or has taken a related course.*
- Accountability
  - *Time cards and assignments turned in on time.*
- Grade Point Average
  - *3.0 or above*
- Attendance at Internship site
  - *90% Attendance at internship site is mandatory*

#### GRADING SCALE

A	=	93-100%
A-	=	89-92%
B+	=	86-88%
B	=	82-85%
B-	=	79-81%
C+	=	77-79%

C	=	73-76%
C-	=	70-72%
D+	=	67-69%
D	=	63-66%
D-	=	60-62%
F	=	59% AND BELOW

Everything before March 4th will be your 3<sup>rd</sup> Quarter grade.

Washington County School district is committed to providing educational and employment opportunities to students without regard to race, color, sex, religion, age, national origin or disability in accordance with Title VI of the Civil Rights Act or 1964, Title XI of the Educational Amendment of 1972, Section 504 of the Rehabilitation Act of 1973, the age Discrimination Act of 1975, and with the Americans with Disabilities Act.

## ASSIGNMENTS & GRADING

- Workers Comp, Child Labor Laws  
& Sexual Harassment Training & Assignment 100 pts
  - ***Training to be completed the first day of your internship (January 5th for A Day and January 6th for B Day Internships). Come to the counseling office to complete this assignment. Must turn in INTERNSHIP SAFETY TRAINING COMPLETION FORM once completed.***
  - ***Paper is Due: January 13***
  
- Time Cards & Journal Entry (5 total) 250 pts (50pts each)
  - *Time cards are due at the end of each month. There are 5 total. Make sure they are fully filled out and signed before turning them in.*
  - *With each timecard you need to turn in a Journal entry discussing skills you learned that month and what is happening at your internship site.*
  - ***Due Dates:***
    - ***January 31***
    - ***February 28***
    - ***March 31***
    - ***April 28***
    - ***May 19***
  
- Supervisor Evaluation #1 50 pts
  - *To be filled out and signed by your supervisor. You will bring this to me on or before the due date.*
  - ***March 10***
  
- Final Supervisor Evaluation 50 pts
  - *To be filled out and signed by your supervisor. You will bring to me on or before the due date.*
  - ***May 19***
  
- Skills Grid Form 50 pts
  - *Filled out and signed.*
  - ***May 19***

**500 pts TOTAL**