



Career Exploration Program Application

CAREER
PROGRAM

Student Name:		
Present Grade or Last Grade Enrolled:		School:
Date of Birth:	Present Age:	Home Telephone:
Mailing Address:		

WORK EXPERIENCE

Include full-time, part-time, paid and volunteer work:

EDUCATION & INTERESTS

1. What subjects in school do you enjoy?

2. What subjects in school do you not enjoy?

TEACHER REFERENCE

Provide the name of a Grade 9 teacher you would like us to contact as a reference.

Name of Teacher:

INTERESTS AND ACTIVITIES OUTSIDE OF SCHOOL

Describe some of your interests outside of school. What activities do you enjoy?

WHY WOULD YOU LIKE TO BE IN THIS PROGRAM?

Student Signature: _____

Date: _____

Parent/Guardian Signature: _____

Date: _____

THERE ARE TWO PARTS TO THE CAREER EXPLORATION PROGRAM APPLICATION:

1. Student Application Form
2. Community Reference Form

PLEASE RETURN BOTH FORMS TO THE SCHOOL OFFICE.

All responses on this form should be hand written or hand printed by the student.



Career Exploration Program Application Process

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Students who meet the following criteria are eligible to apply:

- Fifteen years of age on or before September 30 of their Grade 10 year.
- Eligible for Public School Program Grade 10 placement.

1. The student submits an **Application** and **Community Reference** form.
2. The lead teacher contacts the student's school and requests:
 - a. A **Teacher Reference** form completed by the teacher referenced in the application.
 - b. An **Administration Reference** form completed by the principal or vice-principal.
 - c. A copy of the student's Grade 9 Term 1 Progress Report.
 - d. A copy of the student's Grade 9 attendance record.
3. The school-based team may request additional information from the student's school.
4. If the student is deemed eligible to apply, the school-based team interviews the student and reviews the Career Exploration Program and **Commitment Agreement** with them. Efforts will be made to have the student's parent(s)/guardian(s) present.
5. Following the **Acceptance Guidelines**, the school-based team makes a decision on appropriate program placement.
6. The parent(s)/guardian(s) are informed in writing of the program placement decision.
7. All students placed in the Career Exploration Program sign a **Commitment Agreement** also signed by a parent/guardian and the school.



Career Exploration Program Community Reference Form

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Student Name: _____

The student named above has applied for the Career Exploration Program at Cobequid Educational Centre. Please complete this form to assist in the application process.

REFERENCE NAME: (Please print)		PHONE: (Home):	
		(Work):	
How long have you known this student?	What is your relationship with this student? (work, family, friends, etc.)		

1. Please rate the student in the following areas by placing a check (✓) opposite each category.

4 = Strongly Agree 3 = Agree 2 = Disagree 1 = Strongly Disagree n/a = not applicable	4	3	2	1	n/a
1. The student is self-motivated.					
2. The student is well behaved.					
3. The student is punctual.					
4. The student is co-operative.					
5. The student is capable of working independently.					
6. The student is working to his/her potential.					
7. The student has satisfactory attendance.					
8. The student is reliable					
9. The student is respectful.					
10. The student works well with others.					
11. If I had my own business, I would hire this student.					

2. Additional Comments:

Signature: _____

Date: _____

As part of the application process you may be contacted for additional information.

**PLEASE PLACE THIS REFERENCE IN A SEALED ENVELOPE FOR THE STUDENT TO RETURN WITH
HIS OR HER APPLICATION. THANK YOU FOR YOUR ASSISTANCE**



Career Exploration Program Administration Reference Form

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PROGRAM

Student Name: _____

The student named above has applied for the Career Exploration Program at
Cobequid Educational Centre. Please complete this form to assist in the application process.

ADMINISTRATOR'S NAME: *(Please print)*

SCHOOL:

1. Please rate the student in the following areas by placing a check (✓) opposite each category.

4 = Strongly Agree 3 = Agree 2 = Disagree 1 = Strongly Disagree n/a = not applicable	4	3	2	1	n/a
1. The student is self-motivated.					
2. The student is well behaved.					
3. The student is punctual.					
4. The student is co-operative.					
5. The student is capable of working independently.					
6. The student is working to his/her potential.					
7. The student has satisfactory attendance.					
8. The student is reliable					
9. The student is respectful.					
10. The student works well with others.					

2. Is there anything we did not ask you that you would like to add?

3. Does this student have a confidential file? Yes _____ No _____

4. Has this student had a psycho-educational assessment? Yes _____ Date: _____ No: _____

Signature: _____

Date: _____

As part of the application process you may be contacted for more information including the request for access to this student's cumulative school records and confidential files. Thank you for your assistance.



Career Exploration Program Teacher Reference Form

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Student Name:

The student named above has applied for the Career Exploration Program at
Cobequid Educational Centre.

Please complete this form to assist in the application process.

Teacher's name: (please print)

School:

Please rate the student in the following areas by placing a check (✓) opposite each category.

4 = <i>Strongly agree</i> 3 = <i>Agree</i> 2 = <i>Disagree</i> 1 = <i>Strongly disagree</i> n/a = <i>not applicable</i>	4	3	2	1	n/a
1. The student is self-motivated.					
2. The student is well behaved.					
3. The student is punctual.					
4. The student is co-operative.					
5. The student is capable of working independently.					
6. The student is working to his/her potential.					
7. The student has satisfactory attendance.					
8. The student is reliable.					
9. The student is respectful.					
10. The student works well with others.					

1. Is there anything we did not ask you that you would like to add?

Signature: _____

Date: _____

As part of the application process you may be contacted for additional information.

Thank you for your assistance.