



Syracuse City School District  
725 Harrison Street, Syracuse, NY 13210

# CTE Internship Training Plan (Form #4)

Student's Name		Email	
Student's Address		Telephone	Date of Birth
CTE Program Career Cluster		Working Papers Certificate #	
School Coordinator			
Phone Number			
Fax Number			
Email			
Employer			
Phone Number			
Fax Number			
Email			
Immediate Job Supervisor			
Phone Number			
Email			
Corporate Address			

## Training Schedule

Sunday	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday

## Insurance Coverage

Student is a non-paid intern – Worker's Compensation

Student is a non-paid observer – Worker's Compensation

## Transportation Provided by

Student/parent will provide own transportation

School district will provide transportation during school hours

## Goals for this Work-Based Learning Student:

1. To explore, learn and develop the skills necessary for this career.
2. To develop the Career Ready Practices necessary for success in the global, competitive world.
3. To be trained in the safe operations of this job title.
4. To be able to demonstrate positive behavior and appropriate dress.



(Form #4 Continued)

<b>JOB TASKS AND LEARNING OUTCOMES</b> (Determined by the Employer and Coordinator)	<b>ACHIEVEMENT LEVEL AND COMMENTS</b> 1. Mastered skill 2. Needs more training at the work site. 3. Needs more training at school. 4. Has not reached this training area.
1.	
2.	
3.	
4.	
5.	
6.	
7.	
8.	
9.	
10.	

<b>CAREER READY PRACTICES</b>	<b>Always</b>	<b>Frequently</b>	<b>Occasionally</b>	<b>Rarely</b>
1. Student works cooperatively as a team member?				
2. Student is able to read instructions for information and application.				
3. Student can calculate and measure for information and application.				
4. Student can behave in a responsible manner without supervision.				
5. Student can communicate verbally and in writing to evoke clear understanding.				
6. Student demonstrates good listening and follow through skills.				
7. Student demonstrates critical thinking and problem solving skills.				
8. Student can locate and manage resources for problem solving.				
9. Student demonstrates a positive work ethic.				
10. Student demonstrates computer literacy.				



