

Industry Training Program Application for Participation

All fields must be completed for your application to be considered.

Name: _____	Student Number: _____
Address: _____	PEN: _____
City: _____	Birthdate: _____
Phone: _____	Grade: ____ Student Cell : _____
Email: _____	Postal Code: _____
School: _____	Counsellor: _____

<p>Program you are requesting (please check ✓)</p> <p>Youth Train in Trades</p> <ul style="list-style-type: none"> <input type="checkbox"/> Automotive Service Technician <input type="checkbox"/> Carpenter <input type="checkbox"/> Construction Electrician <input type="checkbox"/> Hairstylist <input type="checkbox"/> Professional Cook <p>Dual-Credit Youth Train in Trades</p> <ul style="list-style-type: none"> <input type="checkbox"/> Auto Collision & Refinishing Technician <input type="checkbox"/> Baker <input type="checkbox"/> Plumber <input type="checkbox"/> Landscape Horticulturist <input type="checkbox"/> Metal Fabricator <input type="checkbox"/> Motorcycle Technician <input type="checkbox"/> Painter 	<p>Industry Certification</p> <ul style="list-style-type: none"> <input type="checkbox"/> Cisco Networking Academy <input type="checkbox"/> Early Childhood Education Assistant <input type="checkbox"/> Fitness Instructor <input type="checkbox"/> Tourism & Event Management <input type="checkbox"/> Palo Alto Cybersecurity Academy <p>Industry Connect</p> <ul style="list-style-type: none"> <input type="checkbox"/> Film & Broadcast <input type="checkbox"/> Graphics & Media Arts <input type="checkbox"/> Health Sciences <input type="checkbox"/> Music Production & Technology <input type="checkbox"/> Robotics <p>Program Not Listed</p> <ul style="list-style-type: none"> <input type="checkbox"/> Other: _____
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Parent/Guardian: _____	City: _____
(Address & Phone number if different from student)	Phone: _____
Address: _____	Email: _____
Postal Code: _____	

I hereby give my child permission to participate in the Burnaby School District's Industry Training Program. Students participating in these programs may be required to purchase personal equipment and/or supplies. Dual-Credit Youth Train in Trades programs are delivered at a Post-Secondary Institute (subject to availability) and students are required to pay student fees to the Post-Secondary Institute (School District pays tuition on behalf of the student)

Signature of Parent/Guardian: _____	Date: _____
Signature of Student: _____	Date: _____

TO BE COMPLETED BY SCHOOL STAFF

WorksafeBC Test ___ Passed ___ Pending

Schools to attach the following documents to student applications:

- Copy of Permanent Student Record
- Student Attendance Summary
- Copy of student's most recent report card
- Copy of current IEP, AIP and/or ELL plan
- Student Designation: _____

Signature of Administrator: _____

Date: _____

Application Checklist

1. Complete each section of this application booklet.
 - Student Medical Form
 - Community Field Experiences Permission Form
 - Student Self Evaluation
 - Transition Plan
 - Career/Program Research Form
 - Two References: one teacher and one community-based/employer
2. Attach your current resume.
3. Attach additional information required for the program you are applying to (see below)
4. Submit your completed application to the Career Centre at your school.
5. Participate in an interview (all applicants are interviewed).

For all *Youth Train in Trades Programs*:

- Youth Apprenticeship and Sponsor Registration Form (completed upon acceptance into program)
- Student must hold a valid piece of Government photo ID (required by SkilledTradesBC to write exam)

For *Early Childhood Education Assistant Program*:

- One page autobiography** (include details about your values, interests, and the reasons for choosing to care for and educate young children)
- Three reference** forms must be completed instead of **two**
- Student must provide a copy of Government ID (BCID, Driver's License, passport, etc.)
- Upon acceptance, students will undergo a Criminal Record Check for Children and Vulnerable Adults

Industry Training Programs Student Medical Form

Student Name: _____

Date of Birth (YYYY/MM/DD): _____/_____/_____

This declaration is being requested in connection to an application for participation in an Industry Training Program with the Burnaby School District #41, Burnaby Community & Continuing Education and/or a local Post-Secondary Institute.

The duties in this line of study may include direct work with groups of young children and adults in a community setting. Good physical and emotional stability is required. For purposes of field studies and practicums/Work Experience Placements, some employers may also require a written medical examination physician's report. Proof of immunization and TB Test results may also be required for placements in medical and/or some educational settings.

Emergency Contact: _____

Phone: _____

Relationship to student participant: _____

Secondary Emergency Contact: _____

Phone: _____

Relationship to student participant: _____

Please inform us of any extra support or specific medical needs you may have:

I declare that I am physically and emotionally able to perform the duties required of working with groups of young children and adults.

Student Signature: _____

Date: _____

Parent/Guardian Signature: _____

Date: _____

This form does not authorize any staff to dispense any medication. Information shared on this declaration will be kept confidential and used only in emergency situations.

Industry Training Programs Community Field Experiences Permission Form

Dear Parent/Guardian:

Over the course of the year, students participating in Burnaby's Industry Training Programs may be leaving school grounds for a variety of *community field experiences* related to program curriculum. Students may be required to move between school sites independently in order to participate in their chosen program.

In some cases, transportation will require students to walk under supervision and/or independently to local facilities, such as construction sites or to an employer's offices. In other cases, public transportation will be used. Students will be responsible for the cost of their fare when using public transportation.

Please sign below to give permission for your child to participate in these community field experiences.

Student Name: _____

- I authorize my child to participate in the Industry Training Program community Field Experiences

Parent/Guardian Name: _____ Date: _____

Signature: _____

Industry Training Programs Student Self Evaluation Form

Student Name: _____

Please answer the following questions to the best of your ability. Please print clearly.

1. How have you/are you preparing yourself for study and work in this industry? (e.g., work or volunteer experience, extra-curricular activities/courses, research, conversations with people, etc.)

2. What are some skills you have that will help you succeed in this field?

3. What interests you about working in this industry?

4. Describe what you will do to be successful in this program.

5. Describe your attendance and work habits (at school and/or at work).

Industry Training Programs Transition Plan

Students must complete a minimum of 80 credits in grades 10 - 12 to graduate with a Dogwood Diploma.

What are your short-term education goals (~6 months)?

What are your long-term education goals (1-5 years)?

How does the program you are applying for fit into your career aspirations?

Participating in an Industry Training Program may mean travelling to other schools in the district or attending a Post-Secondary Institute. This may impact your timetable. Please list the courses you plan on taking in your grade 11 & 12 years.

Grade 11	Grade 12

Industry Training Programs Career/Program Research

Using websites like SkilledTradesBC, BC Career Trek, myBlueprint or other sources (conversations with tradespeople or industry workers you know, etc), please answer the following questions.

For Youth Train in Trades Program Applicants only:

What is a Red Seal Certification and how do you earn one?

What is an apprenticeship?

For all Industry Training Program Applicants:

What types of tasks does a person working in the industry related to your program do?

What do immediate and long-range prospects look like in terms of employment in this field? Are work opportunities found locally, provincially, or elsewhere?

Reference Form #1- Teacher

Please provide a teacher reference from your current school. Select a teacher who best knows your practical skills and abilities.

Student Name: _____ Grade: _____

This student has applied for a seat in the following program: _____

Name of Reference Teacher: _____

Please check (✓) the traits most appropriate and frequently demonstrated by this student:

	Excellent	Good	Satisfactory	Needs Improvement
Attendance	_____	_____	_____	_____
Work Ethic	_____	_____	_____	_____
Communication (written & spoken)	_____	_____	_____	_____
Maturity	_____	_____	_____	_____

Do you feel that this student follows established safety rules and safe work practices?

Could this student be counted on to represent the school district favorably in a training setting?

Do you feel this student has a sincere interest in this program?

Please provide us with further comments on this student's suitability for their chosen program:

Reference Form #2- Community Member

Please provide a reference from a member of the community (outside of school). Select a someone who knows your practical skills and abilities.

Student Name: _____ Grade: _____

This student has applied for a seat in the following program: _____

Name of Reference: _____

Please check (✓) the traits most appropriate and frequently demonstrated by this student:

	Excellent	Good	Satisfactory	Needs Improvement
Attendance	_____	_____	_____	_____
Work Ethic	_____	_____	_____	_____
Communication (written & spoken)	_____	_____	_____	_____
Maturity	_____	_____	_____	_____

Do you feel that this student follows established safety rules and safe work practices?

Could this student be counted on to represent the school district favorably in a training setting?

Do you feel this student has a sincere interest in this program?

Please provide us with further comments on this student's suitability for their chosen program:

Reference Form #3- Community Member

(only Early Childhood Education Assistant applicants must complete this page)

Please provide a reference from a member of the community (outside of school). Select a someone who knows your practical skills and abilities.

Student Name: _____ Grade: _____

This student has applied for a seat in the following program: _____

Name of Reference: _____

Please check (✓) the traits most appropriate and frequently demonstrated by this student:

	Excellent	Good	Satisfactory	Needs Improvement
Attendance	_____	_____	_____	_____
Work Ethic	_____	_____	_____	_____
Communication (written & spoken)	_____	_____	_____	_____
Maturity	_____	_____	_____	_____

Do you feel that this student follows established safety rules and safe work practices?

Could this student be counted on to represent the school district favorably in a training setting?

Do you feel this student has a sincere interest in this program?

Please provide us with further comments on this student's suitability for their chosen program:

