



Student Information:

Student Name: _____ School: _____ Student # _____

Career Program: _____ Teacher: _____

Employer: _____ Phone: _____

Supervisor: _____ Work Dates: _____

Address: _____

Student Focus Area:

- | | | |
|------------------------------------------------------|----------------------------------------------------|-------------------------------------------------------|
| <input type="checkbox"/> Business & Applied Business | <input type="checkbox"/> Health & Human Services | <input type="checkbox"/> Tourism, Hospitality & Foods |
| <input type="checkbox"/> Fine Arts, Design & Media | <input type="checkbox"/> Liberal Arts & Humanities | <input type="checkbox"/> Trades & Technology |
| <input type="checkbox"/> Fitness & Recreation | <input type="checkbox"/> Science & Applied Science | <input type="checkbox"/> Other: _____ |

Please check (✓) the Employability Skills that you practiced during your placement.

- | | | |
|-------------------------------------------------|--------------------------------------------|----------------------------------------------------|
| <input type="checkbox"/> Communication | <input type="checkbox"/> Positive Attitude | <input type="checkbox"/> Working with Others |
| <input type="checkbox"/> Information Management | <input type="checkbox"/> Responsibility | <input type="checkbox"/> Organized Planning |
| <input type="checkbox"/> Use of Numbers | <input type="checkbox"/> Adaptability | <input type="checkbox"/> Problem Solving |
| <input type="checkbox"/> Willingness to learn | <input type="checkbox"/> Workplace Safety | <input type="checkbox"/> Effective Time Management |

Please describe the type of work done and the tasks/duties preformed:

Please list 3 work-place specific skills, tools or pieces of technology that you used during your placement:

1. _____
2. _____
3. _____

Describe how this experience assisted you with planning for the future:

**Please return all completed forms to your Career Programs Teacher
Missing forms may result in hours not being credited.**