



Edgerton & Milton School to Career Work Based Learning Program



Application Process

The following documents must be completed prior to being accepted into the YA/Co-op program at Milton High School:

- Application Process Form (this form)
- Parent/Guardian and Student Certification Release Form
- Student Information Form
- ACP Form
- Education/Training Agreement
- WI YA Student Registration Form

All paperwork is due on or before September 30, 2020

Youth Apprenticeship/Co-op Program at Milton High School

Once you are accepted into the YA/Co-op program there are weekly assignments and other duties you are expected to complete. **Initial before each statement below.**

_____ **Weekly logs in Skyward** are due every week. This is your grade for the program.

_____ Any change in employment (quit, fired, lay off etc.) must be communicated to Ms. Kenyon **immediately**.

_____ If arriving late or leaving early, you **MUST** sign in/out in the office on the YA/Co-op sign out sheet.

_____ Be aware of changes to the normal daily schedule and how this may affect your work schedule (PLC days, homeroom days, or special events).

_____ Any student that earns at least 2 D's or 1 F grade on a report card will have one hour of release time for YA/Co-op **taken away** and will be placed in a study hall.

_____ Any student in jeopardy of not graduating due to credit deficiency may have their leaving early/arriving late privileges revoked and placed into a study hall so they can focus on their classroom work.

_____ MHS Trimesters: Each student is allowed one hour of release time.

I understand the expectations listed above for the YA/Co-op Program and agree to abide by the terms of the program.

Student Name _____ Signature _____
(print)

Parent/Guardian Name _____ Signature _____
(print)

Date _____