

**Bibb County Schools**  
**TRAINING AGREEMENT**  
**FOR**  
**WORK-BASED LEARNING**

Student's Name \_\_\_\_\_ Birth Date \_\_\_\_\_ Age \_\_\_\_\_  
Student's Address \_\_\_\_\_  
Telephone \_\_\_\_\_ Cell Phone \_\_\_\_\_ E-mail \_\_\_\_\_  
Current Career Objective/Pathway \_\_\_\_\_ Job Title \_\_\_\_\_  
School Name \_\_\_\_\_ System \_\_\_\_\_  
Work-Based Learning Site \_\_\_\_\_ Telephone \_\_\_\_\_  
WBL Site Address \_\_\_\_\_  
WBL Supervisor \_\_\_\_\_ Mentor \_\_\_\_\_  
Date Training Period Begins \_\_\_\_\_ Ends \_\_\_\_\_  
Blocks to Co-op: 1 \_\_\_\_\_ or 2 \_\_\_\_\_

This training agreement briefly outlines the responsibilities of the student, parents, employer, and the Cooperative Education Teacher-Coordinator. The second part of this document is entitled "Training Plan" and consists of tasks and competencies for the specific student's career objective/pathway.

**Parent/Guardian**

1. Approves and agrees that the student may participate in Work-Based Learning.
2. Encourages the student to effectively carry out the work experience requirements in all components of the program.
3. Assumes responsibility for the conduct of the student.
4. Arranges transportation for the student to and from the Work-Based Learning site.
5. Holds school and Cooperative Education Teacher-Coordinator harmless for risks associated with transportation and indirectly monitored activities (e.g., work-based experience).

**Student**

1. Complies with the rules and regulations of the Work-Based Learning site.
2. Observes the same regulations that apply to other employees.
3. Adheres to all policies and regulations as set forth by school administration and the Cooperative Education Teacher-Coordinator.
4. Works an average of 8 hours each week for 1 block. Works 16 hours each week for 2 blocks.
5. Will not pursue additional part-time employment while enrolled in Work-Based Learning.
6. Will not displace adult workers who can perform such work as assigned in the work-based experience.