

WORK BASED LEARNING AND CAREER & TECHNICAL ENDORSEMENTS

WORK-BASED LEARNING PROGRAMS are an important part of the Career and Technical Education Endorsement. The Career and Technical Education endorsement, as per the Career and Technical Education Implementation Guide, calls for the work-based learning experience to be:

1. A state-approved program,
2. Coordinated by a certified coordinator.

E: WORK-BASED LEARNING

Overview:

Work-based learning is a required component that occurs in a work setting and must be directly related to school-based learning. In this setting, students learn general workplace competencies as well as the skills and knowledge required of specific jobs. A successful learning experience requires an effective collaboration among schools, employers, organized labor, where applicable, and community representatives.

Process:

- The school district/BOCES and the employer cooperatively plan all work experiences.
- Timely information for businesses and schools will maximize the value of the work-based learning experience for the student.
- Work-based learning experiences must comply with federal and State labor laws, and the State Department of Labor regulations and guidelines.
- Accessible work-based learning experiences are provided for students with disabilities.
- The school district/BOCES has a formal procedure for the supervision/coordination of all work-based learning experiences.
- Approved programs must explore and develop work-based learning environments to ensure availability of appropriate business/industry support, particularly in rural areas.
- Time requirements that students in an approved career and technical education (CTE) program may devote to work-based learning experiences are set by administrators of the approved program, (not the Department), as detailed in the CTE program self-study and external review phases of the CTE program approval process (in some cases work-base learning may be dictated by licensing requirements).
- **Work-based learning coordinators must be appropriately certified.**
- Work-based learning should occur at sites external to the school setting. For career areas requiring New York State license, a simulated work-based learning environment could be created within the school.
- **Work-based learning experiences must be sufficient in length and vigor to contribute to student achievement of identified portions of the State learning standards as well as specific CTE technical goals of the approved program.**
- **Work-based learning experiences must comply with Commissioner's Regulations and Department policy in those cases where credit toward graduation is being awarded.**

The above is from the New York State Department of Education Career and Technical Education Website: <http://www.emsc.nysed.gov/workforce/cte/CTEguideworkbased%20learning2004.doc>