

**(formerly Work-Based Learning)**

<b>Internship Program:</b>	<b>Recommended Courses:</b> (these courses will help you prepare for the required courses and/or the Internship program)	<b>Required Courses:</b> (in most cases these courses are a prerequisite for the Internship program)	<b>Course(s) taken DURING Internship Experience*:</b>
Agriculture & Natural Resources: Animal Science (grade 12)	-Small Animals	-Veterinary Science I & II	-Agriculture & Natural Resources Internship Classroom Component OR another course in the department
Agriculture & Natural Resources: Plant Science (grade 12)		-Floral Design/Horticulture	-Agriculture & Natural Resources Internship Classroom Component OR another course in the department
Automotive Collision (grades 11 & 12 or 12)	-Recreational Small Engines -Vehicle Maintenance	-Automotive Mechanics I	-Automotive Mechanics II
Automotive Technician (grades 11 & 12 or 12)	-Recreational Small Engines -Vehicle Maintenance	-Automotive Mechanics I	-Automotive Mechanics II
Business & Information Technology (grade 12)	-Entrepreneurship -Microsoft Office Suite -Accounting	At least one Business & Information Technology class	-Business Internship Classroom Component OR another course in the department
Drafting & Design: Architecture (grades 11 & 12)	-Principles of Engineering	-Computer Aided Drafting for Engineering (IED) -Architectural Design	-Construction I
Drafting & Design: Engineering (grades 11 & 12)	-Pre-Engineering (Computer Aided Drafting)	-Computer Aided Drafting for Engineering (IED) -Architectural Design	-Principles of Engineering
Family & Consumer: Child Services (grade 12)		-Parents and Children -Careers with Children (ACCT)	-Family & Consumer Internship Classroom Component OR another course in the department
Family & Consumer: Food Services (grade 12)	-Food and Family -Food Science and Nutrition	-Culinary I & II	-Family & Consumer Internship Classroom Component OR another course in the department
Financial Services (grades 11 & 12 or 12)	-Personal Finance -Business & Marketing Essentials	-Accounting I	-Another Business, Information Technology or Marketing course
Graphic Design - Printing (grades 11 & 12 or 12)		-Printing Graphics I & II	-Printing Graphics III
Health (CNA) (grade 12)	-Medical Terminology	-Health Sciences Occupations -Basic Nursing Assistant (taken at CVTC through Youth Options program)	

<b>Internship Program:</b>	<b>Recommended Courses:</b> (these courses will help you prepare for the required courses and/or the Internship program)	<b>Required Courses:</b> (in most cases these courses are a prerequisite for the Internship program)	<b>Course(s) taken DURING Internship Experience*:</b>
Hospitality, Lodging & Tourism (grade 11 & 12 or 12)		-Marketing I OR -Culinary I & II	-Marketing II
Information Technology: Computer Science (grades 11 & 12)	-Web Design Applications -Technology courses that emphasize software		-Accounting I -Microsoft Office Suite
Marketing (grade 12)	-Business & Marketing Essentials	-Marketing I	-Marketing II Internship Classroom Component
Technology: Construction & Employability Skills Certification (grade 12)	-Woodworking I & II	-Construction I & II	

\*English 12—Preparation for the 21<sup>st</sup> Century, recommended senior English class for all Internship students

Contact a content area teacher or the Internship Coordinator for course suggestions and substitutions if a particular course is not available do to low enrollment.

For more information about the Internship programs contact the Internship Coordinator, Kristan Motszko at 852-3036 or [kmotszko@ecasd.k12.wi.us](mailto:kmotszko@ecasd.k12.wi.us).

The Eau Claire Area School District does not discriminate on the basis of sex, race, color, religion, creed, age, national origin, ancestry, pregnancy, marital status or parental status, sexual orientation or disability.

## Internship Program (formerly Work-Based Learning)

- Applications for the Internship program may be found on each high school's web page. Memorial: [www.memorial.ecasd.k12.wi.us](http://www.memorial.ecasd.k12.wi.us) North: [www.north.ecasd.k12.wi.us](http://www.north.ecasd.k12.wi.us)
- They are due February 12, 2010. Instructions for submission may be found within each application.
- Applications should be turned into the Student Services Office.

0106 **Agriculture and Natural Resources Internship Classroom Component** 1 Year Credit: 1.0 Grade 12 Elective

*This course has an advanced standing agreement with CVTC.*

This is the classroom portion of the Agriculture and Natural Resources internship program. Through a "hands-on" approach, students will develop leadership skills needed to find, be hired for, and keep a job in an agriculture, science, or natural resources related career area. Topics include written and verbal communications, stress management, meeting protocol, time management, goal setting, team building, and career development skills. Participation in local, district, state, and national FFA activities will be an integral part of the course. Students may earn a state skills certificate in plant and/or animal science, and advanced standing at Wisconsin Technical Colleges offering the Agriscience/Agribusiness Technician Program. Additional courses may be required to complete the certificate requirements.

xxxx **Agriculture and Natural Resources Internship Work Component** 1 Year Credit: 1.0 Grade 12 Elective

*Pre-requisite: Concurrent enrollment in Agriculture and Natural Resources Internship Classroom Component (if that classroom course does not run the student must enroll in another Agriculture and Natural Resources course). This course has an advanced standing agreement with CVTC.*

This is the on-the-job portion of the Agriculture and Natural Resources internship program. Students will be enrolled in the Wisconsin Department of Public Instruction's Co-op program and may also have the opportunity to earn a certificate through the Department of Workforce Development's Production Agriculture Youth Apprenticeship program. Students are required to work approximately 8-15 hours per week. Students are given assistance in securing a part-time position in the community. Students must also sign up for Agriculture and Natural Resources Classroom Component or another Agriculture and Natural Resources course to participate in this internship program. Specific program areas include:

1. Animal Science: *Successful completion of Veterinary Science I & II courses required.*
2. Plant Science: *Successful completion of Floral Design/Horticulture course required.*
3. Employability Skills

0324 **Marketing II Internship Classroom Component** 1 Year Credit: 1.0 Grade 12 Elective

*Prerequisite: Successful completion of Marketing I. This course has an Advanced Standing Agreement with CVTC.*

The classroom phase (one credit) involves study in career planning, management decision-making, critical thinking, and business development (entrepreneurship). Today's marketing world is analyzed through current publications, guest speakers, marketing conferences, and classroom activities. Marketing careers explored include:

Entrepreneurship	Travel and Tourism Marketing
Sports/Entertainment Marketing	E-Commerce and Finance
Hospitality/Hotel/Lodging Management	International Marketing

Students may take a leadership role in running the DECA chapter, including conferences, workshops, trips, and social events throughout the region. In addition, students are involved in the buying, selling, and management process in the school store.

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xxxx **Marketing II Internship Work Component**      1 Year      Credit: 1.0      Grade 12      Elective

*Prerequisite: Successful completion of Marketing I and concurrent enrollment in Marketing II Internship Classroom Component (if that classroom course does not run the student must enroll in another Business/Marketing course). This course has an Advanced Standing Agreement with CVTC.*

The Marketing Internship allows students to work approximately 8-15 hours per week in a supervised marketing related position. Students will be enrolled in the Wisconsin Department of Public Instruction's Co-op program and may also have the opportunity to earn a certificate through the Department of Workforce Development's Hospitality, Lodging & Tourism Youth Apprenticeship program. Students are given assistance in securing a part-time position in a marketing related field related to their possible career interests. Students are selected for the Marketing Internship based on Marketing I performance and other recommendations.

0336 **Business Internship Classroom Component**      1 Year      Credit: 1.0      Grade 12      Elective

*This course has an Advanced Standing Agreement with CVTC.*

Business Internship provides students with knowledge and skills to be successful at the university, at the technical college, and/or in the workforce. The classroom component is an extension of a student's on-the-job experience. Activities in the classroom focus on helping students achieve certification in the Cooperative Skill Standards Certificate Program maintained by the Department of Public Instruction. These include creating a professional portfolio and job manual, developing various technology skills, learning about a variety of workplace topics, exploring international business, and listening to guest speakers.

xxxx **Business Internship Work Component**      1 Year      Credit: 1.0      Grade 12      Elective

*Pre-requisite: Concurrent enrollment in Business Internship Classroom Component (if that classroom course does not run the student must enroll in another Business course). This course has an Advanced Standing Agreement with CVTC.*

The Business Internship allows students to work approximately 8-15 hours per week in a supervised business related position. Students will be enrolled in the Wisconsin Department of Public Instruction's Co-op program and may also have the opportunity to earn a certificate through the Department of Workforce Development's Financial Services Youth Apprenticeship program. Students must also sign up for the classroom component or another Business and Information Technology course to participate in this internship program.

0406 **Family and Consumer Sciences Internship Classroom Component**      1 Year      Credit: 1.0      Grade 12      Elective

Classroom instruction is related to advancing the students' employability skills in the world of work. Students in this course may become members of FCCLA (Family, Career, and Community Leaders of America) national vocation youth organization. Students develop leadership skills in careers, communities and families. Students attend class one hour per day and then may select one of four work experience options from FACS Internship Work Component.

xxxx **Family and Consumer Sciences Internship Work Component**      1 Year      Credit: 1.0      Grade 12      Elective

*Pre-requisite: Concurrent enrollment in Family and Consumer Sciences Internship Classroom Component (if that classroom course does not run the student must enroll in another Family and Consumer Sciences course).*

This program will provide students with opportunities to use and to gain skills in their specific career areas as well as meeting and working with people. Students will be enrolled in the Wisconsin Department of Public Instruction's Co-op program. Students are employed by area businesses in occupations related to such areas as food service, child care, health care, medical occupations, teaching, and textile services. Specific programs are:

1. Child Services: *Successful completion of the Careers with Children (ACCT) course required.*
2. Food Service: *Successful completion of Culinary I and Culinary II or a combination of other food related experiences recommended.*
3. Employability Skills

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xxxx **Automotive Technician Internship**                      1 or 2 Years    Credit: 1.0                      Grades 11-12    Elective  
per year

*Prerequisite: Successful completion of Automotive Mechanics I, and concurrent enrollment in Automotive Mechanics II. This course has an Advanced Standing Agreement with CVTC.*

This program provides students with paid on-the-job work experience in the automotive service industry. Students will be enrolled in the Department of Workforce Development's Automotive Technician Youth Apprenticeship program. The work experience consists of a partnership between students, the school district, parents, and employers. Students will participate in supervised, paid employment for one or two full years (11th and/or 12th grade), as well as the summer between those grades, working approximately 8-12 hours/wk. Upon successful completion of the course work and work experience, the student will receive a Certificate of Mastery in Auto Technician Youth Apprenticeship, which is recognized statewide. The curriculum standards are aligned with the national Automotive Service Excellence (ASE) skill standards.

xxxx **Automotive Collision Internship**                      1 or 2 Years    Credit: 1.0                      Grades 11-12    Elective  
per year

*Prerequisite: Successful completion of Automotive Mechanics I, and concurrent enrollment in Automotive Mechanics II. This course has an Advanced Standing Agreement with CVTC.*

This program provides students with paid on-the-job work experience in the automotive collision (auto body) industry. Students will be enrolled in the Department of Workforce Development's Automotive Collision Youth Apprenticeship program. The work experience consists of a partnership between students, the school district, parents, and employers. Students will participate in supervised, paid employment for one or two full years (11th and/or 12th grade), as well as the summer between those grades, working approximately 8-12 hours/wk. Upon successful completion of the course work and work experience, the student will receive a Certificate of Mastery in Auto Collision Youth Apprenticeship, which is recognized statewide.

xxxx **Drafting and Design: Engineering Internship**    2 Years                      Credit: 1.0                      Grades 11-12    Elective  
per year

*Prerequisite: Successful completion of Computer Aided Drafting for Engineering (IED), and concurrent enrollment in Principles of Engineering. This course has an Advanced Standing Agreement with CVTC.*

This opportunity provides students with paid, on-the-job work experience in the drafting and design/engineering industry. Students will be enrolled in the Department of Workforce Development's Drafting and Design Youth Apprenticeship program. The work experience consists of a partnership between students, the school district, parents, and employers. Students will participate in supervised, paid employment for two full years (11th and 12th grade), as well as the summer between those grades, working approximately 8-12 hours/wk. Upon successful completion of this program, the student will receive a Certificate of Mastery in Drafting/Design Engineering Youth Apprenticeship which is recognized statewide. Students can then receive 6-9 credits toward advance standing at technical colleges or selected universities. This is a two-year commitment to an apprenticeship training program with on-the-job training both after school and during the summer.

xxxx **Drafting and Design: Architecture Internship**    2 Years                      Credit: 1.0                      Grades 11-12    Elective  
per year

*Prerequisite: Successful completion of Computer Aided Drafting for Engineering (IED), and concurrent enrollment in Construction I. This course has an Advanced Standing Agreement with CVTC.*

This opportunity provides students with paid, on-the-job work experience in the drafting and design/architecture industry. Students will be enrolled in the Department of Workforce Development's Drafting and Design Youth Apprenticeship program. The work experience consists of a partnership between students, the school district, parents, and employers. Students will participate in supervised, paid employment for two full years (11th and 12th grade), as well as the summer between those grades, working approximately 8-12 hours/wk. Upon successful completion of this program, the student will receive a Certificate of Mastery in Drafting/Design Architecture Youth Apprenticeship which is recognized statewide. Students can then receive 6-9 credits toward advance standing at technical colleges or selected universities. This is a two-year commitment to an apprenticeship training program with on-the-job training both after school and during the summer.

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xxxx   **Financial Services Internship**                                      1 or 2 Years      Credit: 1.0                      Grades 11-12      Elective  
per year

*Prerequisite: Successful completion of Accounting I, and concurrent enrollment in at least one other Business, Marketing & Information Technology course is recommended. This course has an Advanced Standing Agreement with CVTC.*

This opportunity provides students with paid, on-the-job work experience in the financial industry. Students will be enrolled in the Department of Workforce Development's Financial Services Youth Apprenticeship program. The work experience component consists of a commitment between students, their parents, the school district, and the workplace mentor for one or two full years (11th and/or 12th grade), as well as the summer between those grades, working approximately 8-12 hours/wk. Upon successful completion of this program, the student will receive a Certificate of Mastery in Financial Services Youth Apprenticeship from the Department of Workforce Development, which is recognized statewide. Advanced standing may be applied for in the technical college program. Specific pathways are:

1. Financial Management/Accounting: *Successful completion of Accounting I required.*
2. Banking: *Successful completion of Accounting I required.*
3. Insurance: *Successful completion of Accounting I required.*

xxxx   **Hospitality, Lodging, and Tourism Internship**                                      1 or 2 Years      Credit: 1.0                      Grades 11-12      Elective  
per year

*Prerequisite: Determined by the pathway (area of emphasis) student would like to pursue. Successful completion of Marketing I OR Culinary I & II. This course has an Advanced Standing Agreement with CVTC.*

This opportunity provides students with on-the-job work experience in the hospitality, lodging and tourism industries. Students will be enrolled in the Department of Workforce Development's Hospitality, Lodging and Tourism Youth Apprenticeship program. The work experience component consists of a commitment between students, their parents, the school district, and the workplace mentor for one or two years (11th and/or 12th grade), as well as the summer between those grades, working approximately 8-12 hours/wk.. Upon successful completion of the program, the students will receive a Certificate of Mastery in Hospitality, Lodging and Tourism Youth Apprenticeship from the Department of Workforce Development, which is recognized statewide. Advanced standing may be applied for in the technical college program. Specific pathways are:

1. Restaurant/Food & Beverage Services
2. Lodging
3. Travel & Tourism
4. Recreation, Amusements & Attractions

xxxx   **Health Services Internship**                                      1 Year                      Credit: 1.0                      Grade 12                      Elective

*Prerequisite: Health Sciences Occupations. Students must have completed Basic Nursing Assistant through Youth Options and have received their CNA license by passing the Promissor Exam. This course has an Advanced Standing Agreement with CVTC.*

This opportunity provides students with paid, on-the-job work experience in the health care industry. Students will be enrolled in the Department of Workforce Development's Health Services Youth Apprenticeship program. The work experience component consists of a commitment between students, their parents, the school district, and the workplace mentor for one full year (12th grade), as well as the summer prior to 12<sup>th</sup> grade, working approximately 8-12 hours/wk. Upon successful completion of this program, the student will receive a Certificate of Mastery in Health Services Youth Apprenticeship from the Department of Workforce Development, which is recognized statewide. Advanced standing may be applied for in the technical college program.

## Internship Program (formerly Work-Based Learning)

xxxx **Graphic Arts – Printing Internship**                      1 or 2 Years      Credit: 1.0                      Grades 11-12      Elective  
per year

*Prerequisite: Successful completion of Printing Graphics I, and concurrent enrollment in Printing Graphics II AND Printing Graphics III. This course has an Advanced Standing Agreement with CVTC.*

This opportunity provides students with on-the-job work experience in the printing and graphic design industries. Students will be enrolled in the Department of Workforce Development's Graphic Arts-Printing Youth Apprenticeship program. The work experience component consists of a commitment between students, their parents, the school district, and the workplace mentor for one or two years (11th and/or 12th grade), as well as the summer between those grades, working approximately 8-12 hours/wk.. Upon successful completion of the program, the students will receive a Certificate of Mastery in Graphic Arts-Printing Youth Apprenticeship from the Department of Workforce Development, which is recognized statewide. Students may also receive 6-9 credits toward advance standing credit in identified Technical College or University programs.

xxxx **Information Technology: Computer Science Internship**                      2 Years                      Credit: 1.0                      Grades 11-12      Elective  
per year

*Pre-requisite: Recommended- Technology/Computer Courses that emphasize software OR CVTC Courses (Transcribed); &/or Web Design Applications I. Concurrent enrollment in Accounting I and Microsoft Office Suite at some point during the two years is required. This course has an Advanced Standing Agreement with CVTC.*

This opportunity provides students with on-the-job work experience in the information technology and computer science industries. Students will be enrolled in the Department of Workforce Development's Information Technology: Computer Science Youth Apprenticeship program. The work experience component consists of a commitment between students, their parents, the school district, and the workplace mentor for one or two years (11th and/or 12th grade), as well as the summer between those grades, working approximately 8-12 hours/wk.. Upon successful completion of the program, the students will receive a Certificate of Mastery in Information Technology: Computer Science Youth Apprenticeship from the Department of Workforce Development, which is recognized statewide. Advanced standing may be applied for in the technical college program.

1366 **Technology Internship Work Experience**                      1 Year                      Credit: 0.5 or                      Grade 12                      Elective  
1.0

*Prerequisite: Past or current technology education course that relates to work site activities*

Technology Internship is a school-supervised school-to-work transition for high school students. It is instruction which uses a partnership between business, industry and the school to provide students with real experiences in the work place, based on career goals. The school and/or student select the job site in an appropriate business related to the students' career interests. With administrative approval, the student may be released from school for up to two hours per day if his/her schedule permits. Students may earn an Employability Skills Certificate from the Wisconsin Department of Public Instruction at the completion of their work experience.