

Gervais High School

Work Experience for Credit - Overview

Gervais High School 11th and 12th grade students may apply for class credit through work experience when career related skills can be identified (see below for a list of skills). Students may earn up to .5 credits per trimester, 1.0 credits per school year, and a maximum of 2.0 credits per person during their high school career.

Guidelines

- a. .5 credits may be earned per trimester with a minimum of 60 hours of documented work experience and the proper completion of a “Work Experience for Credit” packet. This may apply to any paid employment where academic and career related skills are being developed.
- b. Work experience is graded pass/fail.

Process

1. Student sets up an initial meeting with the school counselor or an administrator and receives the “Work Experience for Credit” packet.
2. Student completes the “Work Experience for Credit” application.
3. Student shares “Work Experience for Credit” packet with a parent/guardian for their review, approval and signature on the application.
4. Student shares “Work Experience for Credit” packet with employer for his/her review, approval and signature on the application.
5. Student turns in completed packet to school counselor by the end of the 2nd week of any applicable term.
6. Student application is reviewed and a decision is made (granted, not granted, revision needed).
7. Student works a minimum of 60 hours during that trimester (12 weeks).
8. Student completes the “Student Self-Reflection” and “Cumulative Timesheet” portions of the packet.
9. Employer completes the “Employer Evaluation of Student” portion of the packet and signs.
10. Student returns completed packet to school counselor for review.
11. If packet is completed well, then student and counselor fill out a “Request for Credit” form to give to the school registrar.
12. :)

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Essential Skills

The state of Oregon has developed a list of essential skills that all students are expected to master prior to graduation. This list of skills was developed with the involvement of staff, parents, community members and state educational agencies.

Every student will demonstrate in a responsible and respectful manner the ability to:

1. Reason and apply knowledge critically, creatively and reflectively in making decisions and problem-solving.
2. Communicate through reading, writing, speaking and listening to a variety of audiences.
3. Apply Math and Science concepts to systems in our world.
4. Apply healthy behaviors that maintain personal wellness.
5. Be a self-directed learner.
6. Deliberate on public issues as a politically and culturally literate citizen.
7. Recognize the dignity, rights and worth of all individuals.
8. Use appropriate technology to enhance product or process.
9. Be a contributing team member to attain group goals.
10. Interpret human experience through literature, and the visual and performing arts.

All students, by the time they complete 12th grade, should expect to demonstrate their mastery of all of these state-mandated skills.

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