



**Weekly Work-Based Learning (WBL) Schedule**

\*\* For attendance purposes, please record the number of hours per day/week that your WBL student worked\*\*

Student:			Employer:				
Time Period	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday	Sunday
Week 1							
Week 2							
Week 3							
Week 4							
Week 5							

- During the School year, the Work-Based Learning (WBL) Monthly Evaluation Form and the Weekly Work-Based Learning (WBL) Schedule need to be completed and returned to your Career and Technical Education (CTE) Teacher no later than the **1<sup>st</sup> Friday of each month for the prior month.**
- It is the responsibility of the Work-Based Learning (WBL) student to have these forms completed in their entirety and returned to your Career and Technical Education (CTE) Teacher by the above-mentioned due date. ***Failure to complete and submit these forms may result in loss of privilege to participate in Work-Based Learning.***

Supervisor's Signature: \_\_\_\_\_

Date: \_\_\_\_\_

Student's Signature: \_\_\_\_\_

Date: \_\_\_\_\_