

Putnam County High School Work-Based Learning Program

Program Overview

Work-Based Learning (WBL) is an educational pathway that integrates real-world work experiences with classroom instruction to help students make connections between school and career. Through WBL students explore career interests, develop workplace skills, and gain hands-on experience in a professional setting. These opportunities help students better understand what is expected in the workforce while also reinforcing the relevance of their academic studies.

For employers, WBL provides a unique opportunity to invest in the next generation of workers by mentoring students, sharing industry expertise, and contributing to the development of a skilled and motivated workforce. Parents can feel confident knowing their child is engaged in a structured program that promotes responsibility, communication, problem-solving, and professionalism—all essential skills for future success. WBL experiences can include internships, job shadowing, part-time employment, or other supervised work-based activities aligned with the student's career goals.

Eligibility and Program Requirements

- Be in senior standing at PCHS as of August 1 of the academic year.
- Students must have earned 20 credits and be on track for graduation.
- Career Explorations graduation credit is earned.
- Students must have an ACT (or PreACT) composite score of 14 prior to May 1 of the prior school year.
- Students must have 18 service-learning hours accepted prior to enrollment in the WBL program by May 1 of the prior school year.
- Disciplinary and attendance records will be reviewed for placement in the WBL program.
 - Students receive a program overview near the start of junior year. Those with academic, behavioral, or attendance concerns may be required to complete a Counseling Support Agreement outlining expectations.
 - Students must meet all terms of the agreement to remain eligible. Failure to do so will result in loss of program eligibility.
- Students must have a strong attendance record at PCHS to be considered for the WBL program.

**** Final approval into the Work-Based Learning Program is granted by the PCHS WBL-Coordinator, PCHS school counselor and PCHS principal. ****

Program Guidelines

To ensure academic success, the following guidelines apply:

- Students will need to enroll in at least 3 periods of classes at Putnam County High School.
- ACC courses will be considered if there is one pertaining to your career pathway
- Maintain strong academic performance throughout participation and completion of PCHS graduation requirements
- Disciplinary and attendance records will be reviewed at the end of Semester 1

Application Process

- Submit an interest form to the school counselor
- Fill out and submit application to the Work-Based Learning Coordinator
- Teacher Evaluations
- Student Interview
- Parent/Student Meeting when accepted into program

**** Failure to meet these expectations may result in removal from the program and could affect high school graduation status. ****