

**NEW JERSEY MODEL STUDENT TRAINING PLAN
FOR PAID, SCHOOL-SPONSORED STRUCTURED LEARNING EXPERIENCES**

(N.J.A.C. 12:56-18, School-to-Work Program, N.J.A.C. 6A:19-4 Structured Learning Experience)

Student: District/School: Employer/Agency:	Student SLE Title: SLE Start Date: SLE End Date:	
Summary description of the paid SLE: (Include any tools, equipment, and materials that the student may use or handle as part of the SLE.)		
Will the student participate in the employer/agency’s new employee orientation training? Yes/No Identify the CPIs from Standard 9.4 that will be addressed by orientation training and include them in the SLE activities, below. If not, explain why.		
Will the student participate in the employer/agency’s new employee safety and health training? Yes/No Identify the CPIs from Standard 9.4 that will be addressed by orientation training and include them in the SLE activities, below. If not, explain why.		
SLE Goal Statement: (Repeat the following three sections as necessary)		
Learning Objective: Identify the SLE employment and academic skills the student will master as well as any tools, equipment, and materials that the student will use or operate as part of the learning activity:		
Identify the student’s employment activities to take place at the paid SLE site.	Identify the NJ Core Curriculum Content Standard Cumulative Progress Indicators (CPIs) to be addressed by the SLE activities.	Identify the documentation to be used to demonstrate the student’s achievement of the CPIs Addressed by SLE activities.
Describe the formative assessments to be used by the SLE teacher and worksite mentor to assess the student’s progress towards the attainment of the SLE goal/objective(s):		
Describe the summative assessments to be used by the SLE teacher and the worksite mentor to assess the student’s successful completion of activities and the attainment of the SLE goal/objective(s):		

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Describe how the paid SLE will be documented in the student's portfolio and how it will be graded and/or credit will be awarded:

NOTES:

PAID SLE STATEMENT

We understand that this paid, school-sponsored structured learning experience is a learning activity and that the student is not entitled to a promise of employment at the completion of the paid structured learning experience, as per the New Jersey Child Labor Regulations, N.J.A.C 12:56-18.2.

We have reviewed and are in agreement with the structured learning experience description, learning objectives, activities, and assignment of grade and/or credit of this paid structured learning experience. We agree to complete all required paperwork and maintain all required documentation for this paid structured learning experience. The school SLE teacher coordinator and the SLE employer/agency mentor agree to conduct regular onsite monitoring of this paid structured learning experience, no less than 30 minutes on every 10th day that the student reports to the SLE site as per the New Jersey Child Labor Regulations, N.J.A.C. 12:58-1.2(d)5. The student agrees to uphold his or her responsibilities in compliance with this student training plan.

Signature of SLE Teacher/Coordinator: _____ Print Name: _____ Date: _____

Signature of Employer/Agency Mentor: _____ Print Name: _____ Date: _____

Signature of SLE Student: _____ Print Name: _____ Date: _____

Signature of Parent/Guardian: _____ Print Name: _____ Date: _____

****ATTACHMENT: Paid Structured Learning Experience Agreement and Employment Certificate (Working Papers)**

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IMPORTANT SUPPLEMENTAL INFORMATION

- **NOTICE:** The New Jersey Core Curriculum Content Standards have been revised and the new standards were adopted by the New Jersey State Board of Education. Please be sure to use the new standards when developing SLE student training plans. <http://www.nj.gov/education/aps/>
 - All paid, school-sponsored structured learning experiences must comply with N.J.A.C. 12:56-18, Child Labor Regulation: School-to-Work Program. The following conditions shall be met to allow for paid structured learning experience activities of students at for profit and not-for-profit organizations and businesses:
 1. The student must be at least 16 years old;
 2. The structured learning experience activities must be related to a formal student training plan;
 3. The student will not be placed into a hazardous occupation;
 4. There is collaboration and planning between worksite staff and school staff resulting in clearly identified learning objectives related to the paid activities;
 5. Any productive work is incidental to achieving learning objectives;
 6. The student receives a grade and/or credit for time spent at the worksite and the student is expected to achieve the learning objectives;
 7. The student is supervised by a school official and a workplace mentor;
 8. The paid activity is of a limited duration, related to an educational purpose and there is no guarantee or expectation that the activity will result in employment; and
 9. The student does not replace an employee.
 - **NOTICE:** The New Jersey Department of Labor and Workforce Development and the New Jersey Department of Education prohibit the placement of SLE students into hazardous occupations or hazardous work environments, and prohibit SLE students from using any hazardous/prohibited equipment, tools, or materials. Paid structured learning experience activities may take place either for profit or not-for-profit sites.
 - “Structured learning experience (SLE)” means experiential, supervised, in-depth learning experiences that are designed to offer students the opportunity to more fully explore career interests within one or more of the Career Clusters, as described in N.J.A.C. 6A:8-3.2, Career education and counseling. SLEs are designed as rigorous activities that are integrated into the curriculum and that provide students with opportunities to demonstrate and apply a high level of academic attainment; develop career goals; and develop personal/social goals.
 - Use the “New Jersey Model Student Training Plan For Paid, School-Sponsored Structured Learning Experiences” form for the following SLEs:
 - 12th grade options (*if paid*)
 - Career exploration/orientation (*if paid*)
 - Community-based instruction/placements⁺ (*if paid*)
 - Community rehabilitation program⁺
 - In-school work experience⁺
 - School-based or school-sponsored enterprise (*if paid*)
 - Sheltered workshops⁺
 - Supported employment⁺
 - Vocational assessment/exploration⁺ (*if paid*)
- ⁺ *Requires an Individualized Education Plan (I.E.P.)*
- For definitions of the above SLEs, visit http://www.nj.gov/njded/voc/sle/sle_man.htm

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IMPORTANT URLS

- New Jersey Department of Education/Core Curriculum Content Standards: <http://www.nj.gov/education/aps/>
- Department of Education/Structured Learning Experiences: <http://www.nj.gov/njded/voc/sle/>
- Department of Labor/Child Labor Laws: <http://www.state.nj.us/labor/lsse/childlabor.html>
- Link to “Child Labor Laws for Kids”: <http://www.nj.gov/labor/lsse/forms/MW-36.pdf>
- Link to definitions of structured learning experiences: http://www.nj.gov/njded/voc/sle/sle_man.htm
- Youth 2 Work: Teen Worker Worksite Safety: <http://www.osha.gov/SLTC/teenworkers>