

# **STUDENT EXPECTATIONS**

**Students will be expected to meet certain requirements before participating in Job Shadowing School-to-Work activities. To participate, students should:**

- **Meet performance and attendance criteria set by the school.**
- **Participate in workplace preparation class(es).**
- **Complete an error-free letter of introduction (grades 9–12).**
- **Complete an error-free resume (grades 9-12).**
- **Complete required paperwork including:  
    Parental Permission Form  
    Teacher Permission Form (for classes that will be missed)  
    Evaluation Form  
    Reflection Form**
- **Write a thank you letter to the host employer.**
- **Dress appropriately.**
- **Display courteous behavior at all times.**