




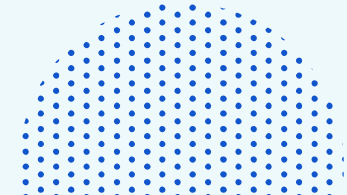
# Work Based Learning

## **100 Hour Internship APA Graduation Requirement**

Ms. Patty Palmiere, WBL Coordinator  
Academy for Performing Arts  
Union County Vocational-Technical Schools


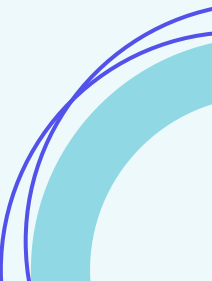


April 16, 2024





# Session Objectives

- ❑ Overview of APA Senior Internship
  - ❑ Communication with WBL Coordinator
  - ❑ Locating Internship Opportunities
  - ❑ Possible Internship Sites
  - ❑ APA Senior Internship Process
  - ❑ Work Based Learning Alternatives
  - ❑ Completing Internship Hours
- 
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# APA Senior Internship

- 100 hour internship requirement
- APA graduation requirement
- Meets State of NJ attendance requirements
- Conference with WBL Coordinator
- Can be paid or unpaid
- Mentor cannot be a parent or guardian
- Student is responsible for transportation



Letter of Intent: Submitted by June 7, 2024



# APA Senior Internship

- ❑ All UCVTS forms must be completed prior to start
- ❑ Students must be supervised by an approved mentor
- ❑ Safety check will be conducted at internship site by WBL Coordinator
- ❑ The internship is listed as a course on your final transcript

○ ***Internships must be approved By the WBL Department and the Board of Education before students can start.***

# Communication with WBL Coordinator

- ✉ Check your email regularly
- ✉ Stay in contact with WBL Coordinator
- ✉ Submit daily logs each internship session
- ✉ Site visits by WBL Coordinator will occur regularly

# Locating Internship Opportunities

- ✦ Corporate Sponsors
- ✦ UCVTS Connections
- ✦ Parents, Relatives and Family Friends
- ✦ Chambers of Commerce
- ✦ Current mentors connections
- ✦ Cold calling with a side of Google

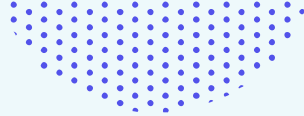




# Possible Internship Sites

- ★ Community Theatres
- ★ Performing Arts Centers
- ★ Dance Studios
- ★ Local Schools
- ★ Community Playhouses





# Work Based Learning Alternative



Students may take an approved course



Tuition is at the student's expense



Courses will need to be approved before you enroll



Examples include Union College, Kean University, Rutgers University and EMT, and many more



Courses will be approved on a case by case basis





# APA SENIOR INTERNSHIP PROCESS

## FIRST

Student will begin locating a potential internship placement.



## SECOND

Student will deliver a signed Letter of Intent to WBL Coordinator.



## THIRD

WBL Coordinator will conduct a safety check and add site for BOE approval

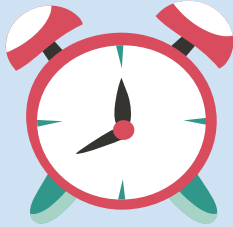


## LAST

Internship will be launched, student will submit time electronically and meet with coordinator

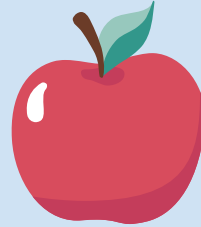


**#CTEWORKS  
#CLASSOF2025  
#WORKBASEDLEARNING**



### **Following Protocol**

UCVTS  
DOE  
DOL




### **Communication**

Mentor  
Student  
Future Students



### **College/Career Readiness**

Employability Skills  
Leadership Skills  
Adaptability Skills



# Completing Internship Hours

- ✓ Complete internship hours by May 31, 2025
- ✓ Students may start in the summer (if BOE approved)
- ✓ Follow NJDOL laws
- ✓ Weekdays/weekends
- ✓ Kean breaks
- ✓ Between semesters

***Internships must be approved by the WBL Department and the Board of Education before students can start.***



# Questions?





# Contact Information

**Ms. Patty Palmiere**

WBL Coordinator

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AIT, Room 500C

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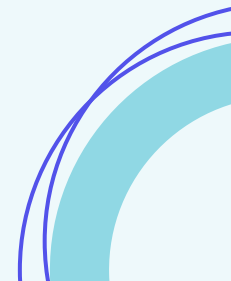
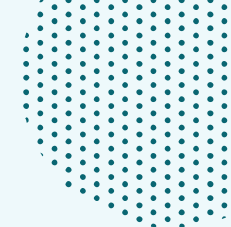
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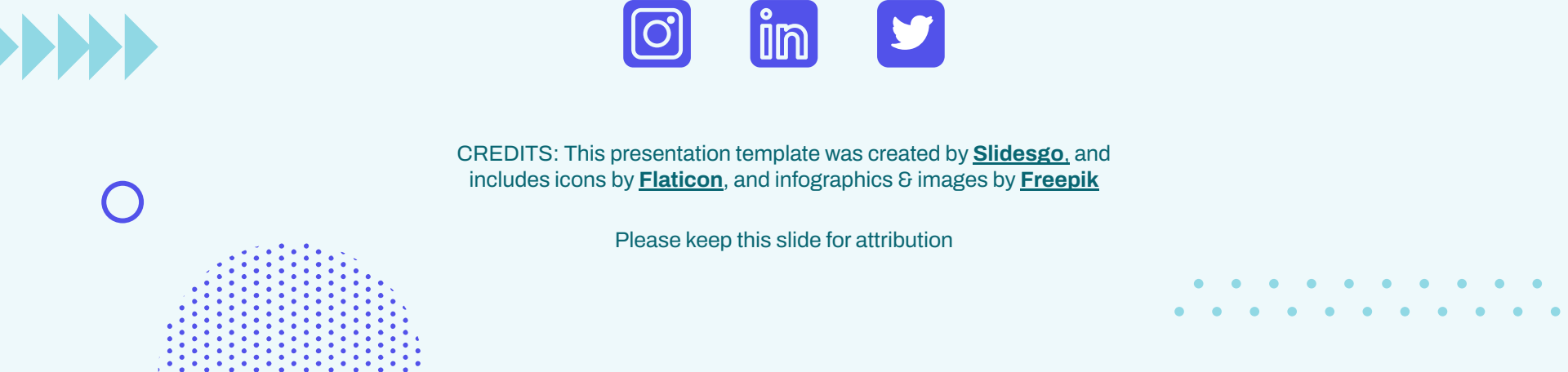
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# THANKS!



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