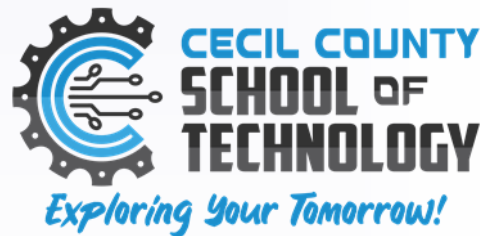


## Skills Obtained

- Business Writing
- Communication
- Technology
- Critical Thinking
- Interview Process
- Build a Portfolio
- Workplace Readiness
- Personal Financial Management
- Personal Growth & Development
- Work Site Experience

*Students from the five county high schools have the opportunity to begin programs during their junior year by a designated application process. Students will complete their programs during their senior year.*

*Expect Success at CCST  
Certifications, Citizenship, Skills  
& Technology*



Cecil County Public Schools does not discriminate in admissions, access, treatment or employment in its programs and activities on the basis of race, color, gender, age, national origin,



## CAREER BASED LEARNING



Cecil County  
School of Technology  
912 Appleton Road  
Elkton, MD 21921

Phone: 410.392.8879 Fax: 410.392.8884

Guidance Office: 410.392.8880

## Certifications

Career Based Learning provides students with an opportunity to attain the following certifications:

- Career Preparedness
- Business Office Technology
- Professional Communications



- What are your goals?
- Do you know what career, education, and training opportunities are available?
- Do you have employment experience?

## Course Overview

Career Based Learning is designed to provide students with the academic, technical, and workplace skills necessary to seek further education and employment in a career field of their interest upon graduating high school. The program is focused on helping students become aware of personal characteristics, interests, aptitudes and skills.

### ***Program Course Sequence***

*Junior Year, First Semester*

Career Research & Development

*Junior Year, Second Semester*

Career Development, Preparation & Transition

*Senior Year, All Year*

Work-Based Learning Experience

### **Fees:**

Exams  
approx. \$40

Uniforms \$50



## Junior Year

During their junior year, students will receive classroom instruction at CCST. Students will work on basic computer skills, interview skills, communication-written and verbal, learn workplace safety, develop customer service skills, create a career portfolio, and be prepared to enter the workforce with the skills necessary to be successful as an employee.



## Senior Year

During their senior year, students will have an internship/work placement to attend in which they must accumulate a minimum of 270 hours on the job. The hours will be logged in cooperation with the instructor and the employer. Students must have consistent and reliable transportation to enable them to participate in their internship/work placement.