Issaquah School District
STEM & CTE

Worksite Learning (WSL)

Student Instructions and Packet

WSL Questions?

1. **STUDENTS: REMOVE & KEEP THIS PAGE FOR YOUR RECORDS.**

2. If you are accessing this online packet and do not have access to a printer, pick up a packet in your **College & Career Center** or email me: hallj@issaquah.wednet.edu

3. If you have any questions about WSL or need assistance filling out this packet, fill out the form via the QR form above!

4. Complete ALL yellow highlighted sections in the packet, which can be found on every page except the last one. **Use printed packet for signatures,** as I must have original signatures **in pen** from the:
   - Student (must be 16 or older to participate in WSL)
   - Parent (only required if student is 16 or 17 years old)
   - Employer

5. Return completed packet to Ms. Hall's Worksite Learning box in the **College & Career Center**

6. **Minors only** (18-year-olds can skip):
   Ask employer if they have a current *L&I Parent/School Authorization* form on file for you. If they do, no further action is needed! If they **do not**, please email me so I can work with you and your employer to acquire that form. hallj@issaquah.wednet.edu

7. Once the packet has been submitted, check your email for instructions to report your work hours.
   - If you have not received an email within one week, please email Jessica Hall at hallj@issaquah.wednet.edu
   - Report hours weekly (using Canvas) so you can earn that additional high school credit!

Don't delay! Hours cannot be counted until the packet has been turned in!

Worksite Learning Contact Information:

Jessica Hall
5150 220th Ave SE
Issaquah, WA 98029
425-837-7260
hallj@issaquah.wednet.edu