

Lincoln-Sudbury Regional High School

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WORK STUDY CONTRACT SECOND SEMESTER

Work Study is a program for juniors and seniors, who are at least 16 years old, wishing to earn credit by gaining practical work experience. **Participants must work at least 15 hours a week in a paid position for a full semester.**

Credit is based entirely upon completion of the necessary paperwork, which includes this contract between the student, school counselor, parents, and job supervisor, and an evaluation form to be completed at the end of each quarter by the job supervisor. Upon receiving a satisfactory evaluation, the student will earn 2 credits. A maximum of 8 work study credits may be earned toward graduation.

Date: _____ (Please print clearly)
Student Name: _____ House _____ Year _____
Name & Address of Employer: _____
Supervisor's Name: _____ Phone: _____
Email Address _____
Type of work you will be doing _____
Weekly Schedule _____ Hourly Rate of Pay _____

If you are dropping a course to add work study, see reverse side. Please remember seniors must maintain a 6 course schedule.

The following signatures indicate approval for the student's participation in the program:

Job supervisor: _____
Parent: _____
Counselor: _____
(If Metco Student) Metco Director: _____
Student: _____

(By signing this form the student agrees to accept responsibility to notify LS staff of any change in the terms of employment, including changes in hours or termination of employment for any reason.)

*Housemaster _____

*(This signature is **only** required if employer is a family member)

Schedule Change Approval Form

Date _____

Name _____ house _____ year _____

Counselor _____

Schedule change request:

TO ADD WORK STUDY:

CLASS TO BE DROPPED _____

Teacher: _____ block _____

Teacher Signature:

Department Coordinator Signature

Parent Signature