

Elgin High School College & Career Readiness Day

Friday, April 7th, 2017 provides opportunities for students to participate in a job shadowing experience or participate in a college visit. This day is a privilege and provides educational experiences that are very rewarding. The main goal of this day is to provide students the opportunity to learn more about the world after high school and prepare for future career paths.

In order to participate in this worthwhile learning opportunity you will need to following steps:

1. Determine a career that you are interested in or a college you are interested in attending.
2. Contact that college or local business to schedule a visit on **Friday, April 7th, 2017**. The actual visit should be for a minimum of 4 hours for the student to get a clear understanding of the career choice or school expectations, and gather necessary information.
3. Read and complete this permission slip. It must be returned by **Friday, March 17, 2017** to your **Comet Period Teacher**.
4. After your college visit or job shadowing experience, you must return the completed observation form to the the guidance office by **Tuesday, April 11th** to receive a super-excuse for this absence.
5. Everyone that wants the opportunity to exempt a final exam **must** participate in job shadowing or a college visit on this date. Your comet period grade and grade cards will also determine exemptions.
6. A photo of you at your job shadowing/college visit will be required as proof. Please do **not** send them to Miss Auld. Picture must be sent to **cometshs@elginschools.org** in an email or a picture message.
7. Students **cannot** shadow a parent or a member of the Elgin staff on this day.
8. There will be no substitute dates for this experience. Friday, April 7th is the only day.

Students may go alone to the college campus location or can be accompanied by a parent/guardian. Some job shadow locations need several weeks notice to gain approval so please begin to make arrangements as soon as possible. Transportation is the responsibility of the student/ parent/ guardian.

Friday, April 7th, 2017 is the only day available for this experience. Super excuses will not be provided for any other date. Please contact Miss Auld at 740-223-4300 ext. 3082 or auld_a@elginschools.org with any questions.

Circle one: Job Shadowing College Visit

Student Name _____ Grade _____

Visit Location _____

Contact Person _____ Phone _____

Field or Major you plan to observe _____

I hereby authorize my child, _____, to participate in college and career readiness day on **Friday, April 7, 2017** and complete the experience at the location listed above.

Parent/ Guardian Signature