

Form 219-1 Apprenticeship Credit Proposal Template



(Note: This proposal must be completed and approved prior to the student beginning the apprenticeship credit hours.)

Please print.

Sections 1-3: To be completed by the student.

Section 1: Credit Level		
This proposal supports Apprenticeship (check one): ☐ A20 ☐ B20 ☐ A30 ☐ B30 With trade-related work in the following Saskatchewan trade:		
Section 2: Student Information		
Last Name:		First Name:
Grade:	Age:	Phone:
School:		

Section 3: Employer Information	
Employer:	
Address:	
Contact Person:	Position:
Email:	Phone:
Mentoring/Supervising Journeyperson:	Certificate Number: OR Letter of Approval: Attached (circle)
Email:	Phone:

Section 4: To be completed by the student, employer and supervising teacher.

Section 4: Trade-Related Work		
Number of Hours Anticipated (min. 100):	Anticipated Start Date:	Anticipated Completion Date:
Trade-related Skills:		<i>Referencing the Saskatchewan Apprenticeship and Trade Certification Form 6A (found at http://saskapprenticeship.ca) for the trade listed in Section 1, list the trade-related work to be undertaken by the student.</i>

Sections 5: To be completed by the student.

Section 5: Learning/Training Proposal	
	<i>Consider:</i> • <i>What trade-related skills do I already possess?</i> • <i>What previous experience have I had in the trade?</i> • <i>How will I build upon previous experience to further develop these skills?</i> • <i>What new trade-related skills do I hope to develop?</i> • <i>What types of work will I experience to further develop these skills?</i> • <i>How does this apprenticeship opportunity support my career goals?</i>

Sections 6: To be completed by the student, employer and supervising teacher.

Section 6: Monitoring, Communication, Evidence of Learning and Assessment	
Monitoring: <i>What is the plan for monitoring the student in the workplace?</i>	
Communication: <i>What is the communication plan for reporting to ensure student, employer, parent/guardian and teacher are informed?</i>	
Evidence of Learning: <i>How will the student, supervising teacher or mentoring/supervising journey person document student learning and achievement throughout the apprenticeship experience? Consider:</i> • <i>Employability skills</i> • <i>Essential skills</i> • <i>Evidence of skill development and work tasks that are trade-specific (e.g., a daily log)</i> • <i>Self-reflection of trade-related learning and skill development (e.g., journal entries)</i> • <i>Self-reflection on the impact of the apprenticeship experience on career goals (e.g., journal entries)</i>	Assessment: <i>Detail how and by whom assessment will be completed. Establish deadlines.</i>

Section 7: To be completed by mentoring/supervising journeyperson, student, parent/guardian, supervising teacher, principal and the Director of Education or designate.

Section 7: Approval of Proposal

Signing below indicates you are in agreement to the terms of this proposal.

_____ Mentoring/Supervising Journeyperson (Print)	_____ Signature	_____ Date
_____ Student (Print)	_____ Signature	_____ Date
_____ Parent (Print)	_____ Signature	_____ Date
_____ Supervising Teacher (Print)	_____ Signature	_____ Date
_____ Principal (Print)	_____ Signature	_____ Date
_____ Director/Designate (Print)	_____ Signature	_____ Date

Section 8: To be completed by principal and supervising teacher.

Section 8: Credit Attained - Standing Granted (SG)

Credit granted for *Apprenticeship* ☐ A20 ☐ B20 ☐ A30 ☐ B30

_____ Principal Signature	_____ Date
_____ Supervising Teacher Signature	_____ Date
_____ Director/Designate Signature	_____ Date