



# TOOLS

## Student Registration and Parent/Guardian Permission Form for Career Fair

(Only needed if fair location is off campus. The top part should be completed by the WBL coordinator, except for student and parent names.)

Both the student and the parent or guardian should review the expectations outlined in this form. A signature on this form not only signifies permission, but also a commitment to fulfill the expectations. **This form must be signed and returned to (whom, where) by (due date), or the student will not be able to participate in the fair.**

Student name:	Parent/guardian name:
Date of fair:	Location of fair:
Hours of fair:	
Meeting place and time for departure and return:	Transportation arrangements:
School contact name, phone and email:	Work-based learning coordinator name, phone and email:
<p>Expectations for students:</p> <ol style="list-style-type: none"> <li>1. Participate in classroom lessons to prepare for fair.</li> <li>2. Obtain signatures and assignments from teachers for all classes that will be missed.</li> <li>3. Arrive on time on the day of the fair.</li> <li>4. Adhere to the dress code discussed in class.</li> <li>5. Demonstrate appropriate workplace behavior.</li> <li>6. Listen to and ask questions of the employer and college representatives participating in the fair.</li> <li>7. Get your passport to the future stamped or signed at each exhibit you visit.</li> <li>8. Participate in post-fair reflection activities.</li> <li>9. Complete an evaluation of the fair.</li> <li>10. Complete all assignments from any missed classes.</li> </ol>	
<p>Expectations for parents or guardians: Please check boxes to indicate your understanding and acceptance of each item.</p> <ul style="list-style-type: none"> <li><input type="checkbox"/> Support student's participation and fulfillment of the above expectations.</li> <li><input type="checkbox"/> Give permission for student to participate, understanding that the (name of district) bears no responsibility for health, accident or transportation insurance while the student is away from school to attend the fair.</li> <li><input type="checkbox"/> Give permission for the student to be photographed during the fair.</li> <li><input type="checkbox"/> Parents are welcome to visit the fair. Please register at the entrance if you decide to come.</li> </ul>	
Student name:	Parent or guardian name:
Student signature:	Parent signature: