

## YOUTH TRAIN in TRADES SPRING 2024 APPLICATION

(For programs scheduled during the 2024 - 2025 school year)

PLEASE PRINT CLEARLY

### STUDENT INFORMATION

Name: \_\_\_\_\_ Grade: \_\_\_\_\_ Email: \_\_\_\_\_

PEN #: \_\_\_\_\_ VSB Student #: \_\_\_\_\_ Birthdate (DD/MM/YYYY): \_\_\_\_/\_\_\_\_/\_\_\_\_

Home School: \_\_\_\_\_ Grad Date (MM/YYYY): \_\_\_\_/\_\_\_\_ School Counsellor: \_\_\_\_\_

Applicant's Signature: I certify that all statements in this application are true and complete.

Date (DD/MM/YYYY): \_\_\_\_\_ Signature: \_\_\_\_\_

### CHECKLIST

Instructions for YOUTH TRAIN in Trades students and parents.

Place a check mark (☑) beside each step when complete.

#### Step 1: Gather Information

- Meet with your school Counsellor to get an understanding of the programs, how they will be delivered, and how they will impact your graduation plan.
- Find out more about the career through work experience, job shadowing, volunteering, or networking.

#### Step 2: Complete and attach the following

- |   |   |
|---|---|
| <input type="checkbox"/> Application Checklist                        | <input type="checkbox"/> School Recommendation  |
| <input type="checkbox"/> Understand Program Costs                     | <input type="checkbox"/> Teacher Reference (provide this form to your teacher to complete and they will forward the form to our office) |
| <input type="checkbox"/> Student Statement of Interest and Commitment | <input type="checkbox"/> Current documentation of any medical or learning disabilities  |
| <input type="checkbox"/> Program/Trade Research                       | <input type="checkbox"/> Diploma Verification Report  |
| <input type="checkbox"/> Personal Information                         | <input type="checkbox"/> Current Resume   |
| <input type="checkbox"/> Student Transition Plan                      |   |

#### Step 3: Submit Application

- Provide your completed application package to your school Counsellor or Administrator.
- Ask your Counsellor to review the application and forward the package to Career Programs by:
  - blue bag it to Career Programs
  - email it to [careerprograms@vsb.bc.ca](mailto:careerprograms@vsb.bc.ca)

Youth TRAIN in Trades program requirements, students must:

- be a Canadian citizen or Permanent Resident
- be enrolled in a Vancouver School District school
- be going into grade 11 or 12 (not graduated)
- meet academic standard required for specific program
- intend to complete secondary school graduation requirements
- have licenses or certificates required by employers (e.g., Driver's License, FOODSAFE, WHMIS, etc.)

Application submission, please ensure you:

- complete the checklist on page one before submitting
- send your application to Career Programs as per instructions above
- submit by March 1st, unless otherwise noted
- incomplete applications will be returned

For office use only

Received: \_\_\_\_\_

<input type="checkbox"/> Entered DCMS	<input type="checkbox"/> Resume Attached	<input type="checkbox"/> Diploma Verification Report	<input type="checkbox"/> Designation	<input type="text" value=""/>	Program
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## YOUTH TRAIN IN TRADES APPLICATION

Please place a checkmark in the box of the program you are applying for below (check only one box):

By taking a Youth Train in Trades program while in high school, SD39 students will save the cost of tuition. This cost is covered by the Vancouver School District #39.

**Program and student fees are not covered and payable by the student.** They will include a variety of college fees such as student union, compass pass (U-Pass), uniform, safety equipment, tools, textbooks, etc. Below are estimated approximate costs for students to pay. Program schedules indicated below may vary.

<input type="checkbox"/> <b>Aircraft Maintenance Engineer – (BCIT Richmond)</b> <b>1<sup>st</sup> term only Multiple start dates</b>  Supplies and equipment \$1,000	<input type="checkbox"/> <b>Auto Service Technician – (Britannia &amp; VCC Broadway)</b> <b>February - June</b>  Student fees, supplies and equipment \$750
<input type="checkbox"/> <b>Auto Collision and Refinishing – (VCC Broadway)</b> <b>September – May</b>  Student fees and U-Pass \$1,750	<input type="checkbox"/> <b>Baking &amp; Pastry Art – (VCC Pender)</b> <b>July - December</b>  Student supplies, textbooks and tools \$1,900
<input type="checkbox"/> <b>Carpentry – (BCIT Burnaby)</b> <b>Multiple start dates</b>  Student fees, supplies and equipment \$1,500  <input type="checkbox"/> If a seat is unavailable, I am interested in the YWIT apprenticeship program	<input type="checkbox"/> <b>Electrical – (BCIT Burnaby)</b> <b>Multiple start dates</b>  Student supplies, textbooks and tools \$900  <input type="checkbox"/> If a seat is unavailable, I am interested in the YWIT apprenticeship program
<input type="checkbox"/> <b>Hairstylist – (VCC Pender)</b> <b>September – June</b>  Hairstyling kit \$2,000 Student fees and supplies \$1,800	<input type="checkbox"/> <b>Health Care Assistant – (VCC Broadway)</b> <b>September – April***</b>  Student supplies, textbooks and equipment \$1,500
<input type="checkbox"/> <b>Heavy Mechanical Trades – (VCC Broadway)</b> <b>September – May</b>  Student fees, supplies and equipment \$1,750 (Tools and textbooks are not included)	<input type="checkbox"/> <b>Metal Fabricator – (BCIT Burnaby)</b> <b>February - July</b>  Student supplies, textbooks and equipment \$350
<input type="checkbox"/> <b>Millwright – (BCIT Burnaby)</b> <b>September – March</b>  Student fees, supplies and equipment \$1,300	<input type="checkbox"/> <b>Motorcycle Mechanic &amp; Power Equipment – (BCIT Burnaby)</b> <b>February – July</b>  Supplies and equipment \$650
<input type="checkbox"/> <b>Painting – (Finishing Trades Institute Surrey)</b> <b>June - July</b>  PPE \$250	<input type="checkbox"/> <b>Plumbing (Piping Industry College of BC Annacis Island)***</b> <b>June - August</b>  Student fees and equipment \$350
<input type="checkbox"/> <b>Professional Cook 1 – (Tupper Secondary and VCC Pender)</b> <b>February - July</b>  Textbook and learning resources \$500 VCC summer program \$500	

**\*\*\* Application deadline – December 1**

### Next Steps:

Students chosen for an interview will be contacted by email.

If you are accepted into the program, you must:

- meet with your Counsellor to make the appropriate changes to your timetable.
- attend the mandatory students and parent orientation night.

By providing your signature below you are acknowledging additional fees above are the student's responsibility and are not covered by the VSB.

\_\_\_\_\_  
Parent/Guardian Name

\_\_\_\_\_  
Parent/Guardian Signature

\_\_\_\_\_  
Date (DD/MM/YYYY)

## STUDENT STATEMENT OF INTEREST AND COMMITMENT

Student Name: \_\_\_\_\_

*Please answer the following questions to the best of your ability. Please print clearly.*

1. What have you done to prepare yourself for study and work in this field? (e.g. related job or volunteer experience, extra-curricular activities or courses, reading, interviews with people, etc.)

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2. Explain the skills/talents you have that will help you succeed in the world of work.

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3. What interests you most about this career?

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4. Tell us about your interests outside of school (e.g. hobbies, sports, clubs, special talents, etc.)

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5. Describe what you will do to be successful in this program.

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6. Tell us about your attendance and punctuality (at school and/or at work).

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## PROGRAM/TRADE RESEARCH

Student Name: \_\_\_\_\_

Go to the website(s) listed in each section to answer each question.

### 1. Skilled Trades BC – Visit [www.skilledtradesbc.ca](http://www.skilledtradesbc.ca)

What is an apprenticeship?	
Apprenticeship includes both on-the-job training and classroom learning. What percentage (%) of an apprentice's time is spent learning on the job?	
What percentage (%) of an apprentice's time is classroom-based?	
If you complete all levels of your trades training, is your trade a Red Seal trade?	What are some of the job tasks done by people in your trade? List two or three.

### 2. Vancouver School Board Career Programs – Visit [careerprograms.vsb.bc.ca](http://careerprograms.vsb.bc.ca). Under 'Our Programs,' select Youth TRAIN in Trades programs. Open the brochure for your trade.

List two (2) important skills or abilities required for your trade.	
Is your program offered at a: <input type="checkbox"/> college <input type="checkbox"/> high school	
If your program is offered in a college, what plans have you made with your school Counsellor for grade 12 completion? (e.g. English Studies 12/ English First Peoples 12/ Indigenous Culture)	
How many levels of technical training are required for your trade?	Do you need a driver's license for your trade? <input type="checkbox"/> yes <input type="checkbox"/> no
How many work-based training hours are required for certification in your trade?	Why do you think this is important?

### 3. Work BC – Go to [www.workbc.ca](http://www.workbc.ca) and click on 'Browse Career Profiles' to search for your career name. When you search, all career names will be listed by their NOC number (National Occupational Classification) followed by the career name. Once you have found your career name, read the section titled 'Work Environment.' **and/or** visit [www.myblueprint.ca](http://www.myblueprint.ca)

List two (2) job hazards associated with your trade.	What types of job-related injuries are associated with your trade?
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**PERSONAL INFORMATION**

Name of Program applying to: \_\_\_\_\_

INSTRUCTIONS: (1) Save this PDF to your desktop, (2) Open with Adobe Reader or Adobe Acrobat, (3) Complete all fields, (4) Save, (5) Print and obtain signatures.

Legal First Name (given name)		Middle Name		Legal Last Name (family name)	
PEN #		Grade	Age	Birth Date (DD/MM/YYYY)	
Student Cell Phone		S.I.N # (required for post Youth Train purposes)		Student email	
Mailing Address (number and street)				City and Postal Code	
Home Phone		Parent Phone		Parent email	
Driver's License (select one) <input type="checkbox"/> "L" Driver <input type="checkbox"/> "N" Driver <input type="checkbox"/> None		Citizenship (select one) <input type="checkbox"/> Canadian <input type="checkbox"/> Permanent Resident (PR) (Student must be one of the these to apply)		Indigenous <input type="checkbox"/> Yes <input type="checkbox"/> No Gender Pronoun (he/she/they/ze)	
BC Care Card #		Family Doctor	Doctor Phone	Doctor Address	
Describe any medical/physical conditions that the school should be aware of or that might affect performance (e.g.: diabetes, epilepsy, asthma, allergies, previous physical injuries, medications, etc.)					
Emergency Contact		Home Phone	Cell Phone	Relationship to Student	
Describe any special needs that the school should be aware of or that might affect program performance and/or participation (e.g.: learning disability, ADD/ADHD, physical disability, etc.). To meet students needs, please ensure current documentation/assessment information is attached.					
1. Parent/Guardian Signature. Please check YES or NO for each box.					
Yes	No				
<input type="checkbox"/>	<input type="checkbox"/>	A. I grant my child permission to participate in this Dual Credit Program with the Vancouver School District and the Post-Secondary program partner and that the information contained herein will be provided to the instructor.			
<input type="checkbox"/>	<input type="checkbox"/>	B. I hereby grant permission to VSB personal to take photographs of my child. These pictures may be used in Career Programs publications and on the VSB website at any time for the purpose of promotion and celebration of student success.			
<input type="checkbox"/>	<input type="checkbox"/>	C. I understand and hereby agree to the Student Transition Plan			
<input type="checkbox"/>	<input type="checkbox"/>	D. I hereby grant permission to VSB personnel to:			
<input type="checkbox"/>	<input type="checkbox"/>	• obtain information and/or records from other appropriate agencies			
<input type="checkbox"/>	<input type="checkbox"/>	• release information and/or records to other appropriate agencies			
<input type="checkbox"/>	<input type="checkbox"/>	• discuss pertinent information with representatives from appropriate agencies on a strictly confidential basis.			
Parent/Guardian Name		Parent/Guardian Signature		Date (DD/MM/YYYY)	
2. Applicant Signature. I certify that all statements made on this application are true and complete.					
Student Signature		Date (DD/MM/YYYY)			

## STUDENT TRANSITION PLAN

Student Name: \_\_\_\_\_

Students are required to complete a minimum of 80 credits in Grades 10 through 12 for graduation. In order to verify your transition plan, please ask your counsellor or administrator to attach a recent copy of your Diploma Verification Report to your application

- ✓ Ensure that you have considered your graduation requirements in your Transition plan.

### EDUCATION / CAREER GOALS

List your short-term Education / Career Goals (6 -12 months)

- 1.
- 2.
- 3.

What are your long-term Education / Career Goals (1-5 years)?

- 1.
- 2.
- 3.

Where do you see yourself in 5 to 10 years?

What specific career do you see yourself attaining by your successful completion of this program?

### SIGNATURES

If the program applied for is followed and all courses passed, \_\_\_\_\_ will graduate in

(Student Name)

June \_\_\_\_\_ with a Dogwood Certificate.

(Year of graduation)

\_\_\_\_\_  
School Counsellor

\_\_\_\_\_  
Parent/Guardian

\_\_\_\_\_  
Student

\_\_\_\_\_  
Date (DD/MM/YYYY)

## SCHOOL RECOMMENDATION

Please have a school Counsellor or an Administrator from your school must complete this page.

Student Name: \_\_\_\_\_ Grade: \_\_\_\_\_

This student has applied for a seat in the following YOUTH TRAIN in Trades program:

Program Name: \_\_\_\_\_

The information in this recommendation will be used to help determine the student's suitability.

- The student has demonstrated interest in the program/trade.
- The student's parent(s)/guardian(s) has/have shown an interest and support.
- I have interviewed this student and believe the student has a clear understanding of the program/trade, its purpose, its implications for graduation, and conditions for acceptance.
- Current documentation of any learning or medical disability is provided, if applicable.
- I have reviewed the student's completed application package.
- We have reviewed costs associated with the program and the student and parent understand they are responsible for costs of textbooks, equipment, supplies, etc.

Please rate this student's suitability for the YOUTH TRAIN in Trades program:

EXCEPTIONAL

STRONG

ACCEPTABLE

Please provide us with any further comments:

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Recommendation completed by:

Name: \_\_\_\_\_  Administrator  Counselor

Signature: \_\_\_\_\_ Date (DD/MM/YYYY): \_\_\_\_\_ Telephone: \_\_\_\_\_

# TEACHER REFERENCE FORM

Please have a VSB teacher who knows your practical skills and abilities.

Student Name: \_\_\_\_\_ Grade: \_\_\_\_\_

This student has applied for a seat in the following YOUTH TRAIN in Trades program:

Program Name: \_\_\_\_\_

Please assess this student based on your observations and interactions.									
4 exceeds expectations	3 meets expectations	2 minimally meets expectations	1 not yet meeting expectations	4	3	2	1	n/a	
Daily attendance and punctuality									
Work ethic and attitude									
Takes initiative, motivated, effective work habits									
Ability to follow instructions									
Attention to detail									
Decision-making skills									
Ability to work with others									
Ability to read technical drawings/manuals									

Please briefly comment upon the student's traits/characteristics, based on your interactions.

1. How have you seen this student display interpersonal skills, empathy, and the ability to deal with stressful situations in relation to fellow students?

\_\_\_\_\_

2. Please comment on this student's written and spoken language abilities.

\_\_\_\_\_

3. How has this student demonstrated their mechanical ability and hand-eye coordination?

\_\_\_\_\_

Do you feel that this student follows established safety rules and safe work practices?  Yes  Possibly  No

Could this student be counted on to represent the school favorably in a training setting?  Yes  Possibly  No

Do you feel this student has a sincere interest in this program?  Yes  Possibly  No

Would you like a private conversation about this student?  Yes  No

Please provide us with further comments: \_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

**Recommendation completed by:**

Name: \_\_\_\_\_ Job title: \_\_\_\_\_

Signature: \_\_\_\_\_ Date: \_\_\_\_\_ Telephone: \_\_\_\_\_

(DD/MM/YYYY)

Teacher – Please send this form directly to Career Programs via email or the blue bag. It is not necessary to provide a copy to your student. Thank you.