Work-Based Learning (California)

Last Modified on 11/14/2024 2:08 pm CST

Create a Work-Based Learning Record | Work-Based Learning Fields

Tool Search: Work-Based Learning

Work-Based Learning, also known as an Extended Learning Opportunity (ELO), is a credit-bearing learning experience that takes place outside the traditional classroom. Use this tool to track a student's Work-Based Learning Opportunities. This tool allows users to add, edit, or delete ELO student records. Users may also print a summary of all ELO records for the selected student.

Information entered on the Work-Based Learning editor reports on the CALPADS Work-Based Learning Extract.

> Use the Federal/State Program Updater tool to import and add Work-Based Learning information to this tool.

Work-Based Learning Editor

Read - Access and view the Work-Based Learning tool.
Write - Modify existing Work-Based Learning records.
Add - Enter new Work-Based Learning records.
Delete - Permanently remove Work-Based Learning records.

For more information about Tool Rights and how they function, see the Tool Rights article.

When first accessing the student's Extended Learning Opportunities (ELO) records, select the School Year to narrow the list of records to just that year. Or, leave blank and select (view) the entire list of ELO records for the student. Documents can also be uploaded from this location.

Work-Based Learning Main View

Records can also be printed from this main view. Click **Print** to generate a PDF report of the student's Work-Based Learning Records.

Start Date: 10/07/2024

End Date:

Created By: Calaveras Unified 0561564; 11/04/2024 12:00 AM

Certificated Supervised Indicator: True
Performance Evaluation Code: Meets Expectations

LEA Sponsored Indicator: True
State Course Code: 2101

Learning Hours - External: 3
Work-based Learning Type: Internship

Comments:

Start Date: 09/01/2023

End Date: 04/01/2024

Created By: Calaveras Unified 0561564; 11/04/2024 12:00 AM

Certificated Supervised Indicator: True
Performance Evaluation Code: Above Expectations

LEA Sponsored Indicator: True
State Course Code: 9500

Learning Hours - External: 5
Work-based Learning Type: Job Corps

Comments:

PDF Report of the Work-Based Learning

Create a Work-Based Learning Record

1. Click **New.** An Extended Learning Opportunity editor displays.
2. Enter the **Start Date** for when the student's ELO record began.
3. Select the **Work-Based Learning Type** from the dropdown list.
4. Enter the remaining fields as needed for this student.
5. Click **Save** when finished.

Overlapping records are allowed, meaning an End Date is not required on one record in order to add another reccord.

Work-Based Learning Fields

Start Date | End Date | Work-Based Learning Type | Learning Hours - External | State Course Code | Performance Evaluation Code | LEA Sponsored Indicator | Certified Supervised Indicator

Start Date

Indicates the date on which the ELO status began.

▸ Click here to expand...

Database Location:

ExtendedLearningOpportunity.startDate

Ad Hoc Inquiries:

Student > Learner > State Programs > Extended Learning Opportunity > Extended Learning

Opportunity > startDate (**elo.startDate**)

End Date

Indicates the date on which the ELO ended.

When the End Date is left blank, state reports *assume* the ELO spanned the course of the current reporting enrollment (this could translate to multiple years of enrollments).

▶ Click here to expand...

Database Location:

ExtendedLearningOpportunity.endDate

Ad Hoc Inquiries:

Student > Learner > State Programs > Extended Learning Opportunity > Extended Learning Opportunity > endDate (**elo.endDate)**

Work-Based Learning Type

The Work-Based Learning Type is a coded value representing the work-based learning that the student completed during the academic year, in any grades 9 - 12. **This is a required field.**

▶ Click here to expand...

Code	Description	Definition

Code	Description	Definition
10	Internship	An internship is a county, district, or school-sponsored experience that exposes students to the world of work. It is performed in partnership with local business, industries, or other organizations in the community. Internships provide students opportunities for supervised and specific practice for a future career. *Internships can:* 1. Be paid or unpaid 2. Be Community Classroom, which is an unpaid, on-the-job training experience to help students acquire necessary competencies (skills, knowledge, and attitudes) to acquire entry-level employment. The intent of the community classroom is to provide students with additional resources so concurrent, formalized classroom instruction can be extended and the acquisition of salable skills enhanced. 3. Be Co-Op Career Technical Education/Cooperative Vocational Education, which is a paid, on-the-job training experience that occurs concurrently with formal vocational classroom instruction. Cooperative vocational education assists students to develop and refine occupational competencies (attitudes, skills, and knowledge) needed to acquire, adjust, and advance in an occupation. 4. Occur over the summer or during the school year. 5. Occur at any business type, such as profit or non-profit *Internships are not:* 1. Job shadowing (there must be supervision and specific practice and working alongside an industry expert) 2. Apprenticeships 3. A job that students secure on their own (e.g., summer job) **Note: Internships may, but are not required to be connected to a CTE pathway course or any course.**

Code	Description	Definition
15	Student-led Enterprise	A student-led enterprise involves the development and operation of a revenue-generating business (regardless of profit or loss), that operates outside the classroom and is associated with a course at the school in which the student is enrolled and evaluated by the certificated course instructor.
		The Student-Led Enterprise: 1. Must be tied to a course in which students develop a business and marketing plan. 2. May be tied to any course, including a course that is part of a CTE Pathway (e.g., business, marketing, entrepreneurship, STEAM, hospitality, tourism, information technology, etc.). 3. Must be co-curricular (time spent in and out of the classroom) 4. Must be operated by the student (student is not just an employee of the enterprise). 5. Must be ongoing and not a one-day event (e.g., in agriculture course, students are in charge of caring and selling livestock, or in a culinary course, the teacher secures a job that requires food to be prepared and sold, and the student is responsible for purchasing ingredients, preparing and selling the food). 6. Can include a non-profit venture. 7. Must bring in revenue (but does not need to make a profit). *A student-led enterprise is not:* 1. A student working at the campus bookstore or volunteering at the school bake sale.

Code	Description	Definition
20	Virtual/Simulated Work-Based Learning	A Virtual/Simulated Work-Based Learning is a program where students can gain business experience through a virtual environment that is aligned to the classroom curriculum. *The Virtual/Simulative Work-Based Learning:* 1. Must be tied to a course in which students develop their own business plans and websites. 2. May be tied to any course, including a course that is part of a CTE Pathway (e.g., business, marketing, entrepreneurship, STEAM, hospitality, tourism, information technology, etc.). *Virtual/Simulation Work-Based Learning is not:* 1. An online course/program
25	Registered Pre-Apprenticeship Program	A pre-apprenticeship program is designed to provide students with the entry-level skills necessary to be eligible to enter a registered apprenticeship program (i.e., an apprenticeship program that is registered at the state or national level). Typically, schools that offer pre-apprenticeship programs have a partnership with a local business. *The student:* 1. Successfully completed, during the academic year, a registered pre-apprenticeship program that is recognized by business and/or industry and registered at the state or national level, and 2. Is awarded a certificate of completion upon successful completion of the pre-apprenticeship program.
30	Non-registered Pre-Apprenticeship Program	A pre-apprenticeship program is designed to provide students with the entry-level skills necessary to be eligible to enter a registered apprenticeship program (i.e., an apprenticeship program that is registered at the state or national level). Typically, schools that offer pre-apprenticeship programs have a partnership with a local business. The student successfully completed, during the academic year, a non-registered pre-apprenticeship program that is recognized by business and/or industry but not registered at the local, state, or national level.

Code	Description	Definition
35	Job Corps	The student successfully completed, during the academic year, a Job Corps program, administered by the U.S. Department of Education (29 USC Sections 3191-3212), which offers General Educational Development test (GED) support and vocational training to youth, ages16 to 24 years old.
40	Workforce Innovation and Opportunity Act (WIOA)	The student successfully completed, during the academic year, a Workforce Innovation and Opportunity Act (WIOA) Youth Program, administered by the U.S. Department of Labor (19 USC Ch. 32 (128 Stat. 1425)), which works to overcome barriers between in-school or out-of-school youth and employment by placing them in (minimum wage) jobs.
45	YouthBuild	The student successfully completed, during the academic year, a YouthBuild program, administered by the U.S. Department of Labor (29 USC Section 3226), which trains youth, ages 16 to 24 year old, who have dropped out of high school, in construction by building homes for low-income members of their communities.
50	California Conservation Corps	The student successfully completed, during the academic year, a California Conservation Corps program, administered by the California Resources Agency (CA Public Resources Code Sections14000-14424), which engages students, ages 18 to 25 years old, to perform physical labor for environmental conservation and provides life skills training.
60	Transition Work-Based Experience	The student successfully completed a minimum of 100 hours of work-based learning since entering 9th grade of a program for students with disabilities on an individualized education program (IEP) that offers students work-based learning experiences that develop knowledge and job skills, in compliance with the Fair Labor Standards Act (FLSA) requirements.
65	Transition Classroom-Based Work Exploration	The student successfully completed the equivalent of four semesters of college and career exploration/preparation courses designed to prepare a student with an IEP for employment and independent living since entering 9th grade.

Database Location:

ExtendedLearningOpportunity.learningType

Student > Learner > State Programs > Extended Learning Opportunity > Extended Learning Opportunity > learningType (**elo.learningType)**

Learning Hours - External

The count of hours that the student spent outside of school in a work-based learning activity for types 10, 15, and 20 in the academic year being reported. While the hours are outside of the classroom, the work-based learning activity is tied to the Internship, Student-Led Enterprise, or Virtual/Simulated Work-Based Learning.

▸ Click here to expand...

Database Location:

ExtendedLearningOpportunity.totalProgramHrs

Ad Hoc Inquiries:

Student > Learner > State Programs > Extended Learning Opportunity > Extended Learning Opportunity > totalProgramHrs (**elo.totalProgramHrs)**

State Course Code

The State Course Code the student completed in which the Internship, Student-Led Enterprise, or Virtual/Simulated Work-Based Learning was embedded.

▸ Click here to expand...

Database Location:

ExtendedLearningOpportunity.stateCode

Ad Hoc Inquiries:

Student > Learner > State Programs > Extended Learning Opportunity > Extended Learning Opportunity > stateCode (**elo.stateCode)**

Performance Evaluation Code

A coded value representing the student's performance in the internship as evaluated by their employment supervisor.

▸ Click here to expand...

Code	Description	Definition

Code	Description	Definition
1	Does Not Meet Expectations	Employer evaluated student's overall internship performance as not meeting expectations. The evaluation should include the following three categories: 1. Foundational Skills 2. Applied Workplace Skills 3. Self-Management **The student received a rating of "Does Not Meet Expections" in two or more categories.**
2	Partially Expectations	Employer evaluated student's overall internship performance as partially meeting expectations. The evaluation should include the following three categories: 1. Foundational Skills 2. Applied Workplace Skills 3. Self-Management and Personal Responsibility **The student received a rating of "Partially Meets Expectations" in two of the three categories.**
3	Meets Expectations	Employer evaluated student's overall internship performance as meeting expectations. The evaluation should include the following three categories: 1. Foundational Skills 2. Applied Workplace Skills 3. Self-Management and Personal Responsibility **Minimally, the student must earn a rating of "Meets Expectations" in all three categories.**
4	Above Expectations	Employer evaluated student's overall internship performance as being above expectations. The evaluation should include the following three categories: 1. Foundational Skills 2. Applied Workplace Skills 3. Self-Management and Personal Responsibility **Minimally, the student must earn a rating of "Above Expectations" in at least two of the three categories, and no rating was "Partially Meets Expectations" or less.**

Database Location:

ExtendedLearningOpportunity.performanceEvaluationCode

Ad Hoc Inquiries:

Student > Learner > State Programs > Extended Learning Opportunity > Extended Learning

Opportunity >performanceEvaluationCode (**elo.performanceEvaluationCode)**

LEA Sponsored Indicator

This checkbox allows users to indicate whether the school, district, or county played a **direct role** in securing the internship for the student.

▶ Click here to expand...

Database Location:

ExtendedLearningOpportunity.leaSponsoredInd

Ad Hoc Inquiries:

Student > Learner > State Programs > Extended Learning Opportunity > Extended Learning Opportunity > leaSponsoredInd (**elo.elaSponsoredInd)**

Certified Supervised Indicator

Use the checkbox to indicate whether the internship was part of a program supervised by a certification staff member of the school, district, or county.

▶ Click here to expand...

Database Location:

ExtendedLearningOpportunity.certificatedSupervisedInd

Ad Hoc Inquiries:

Student > Learner > State Programs > Extended Learning Opportunity > Extended Learning Opportunity > certificatedSupervisedInd (**elo.certificatedSupervisedInd)**