



**TRI STAR**  
**CAREER COMPACT**  
 585 E. Livingston St., Celina, OH 45822  
 Phone: (419) 586-7060 Fax: (419) 586-9503

# EARLY PLACEMENT TRAINING AGREEMENT

Copies to: Student/Parent, Employer, Instructor, Placement Office, Home School Principal

Student \_\_\_\_\_  
 Address \_\_\_\_\_  
 Street \_\_\_\_\_  
 City, State, & Zip Code \_\_\_\_\_  
 Telephone No. (\_\_\_\_\_) \_\_\_\_\_  
 Home School \_\_\_\_\_ Grade \_\_\_\_\_  
 Tri Star Program \_\_\_\_\_  
 Instructor \_\_\_\_\_

Employer \_\_\_\_\_  
 Address \_\_\_\_\_  
 Street \_\_\_\_\_  
 City, State, & Zip Code \_\_\_\_\_  
 Telephone No. (\_\_\_\_\_) \_\_\_\_\_  
 Student's Supervisor On-site \_\_\_\_\_  
 Student's Job Title \_\_\_\_\_  
 Date to Start Erly. Plcmt. \_\_\_\_\_  
 Date Last Day of School \_\_\_\_\_

**THE STUDENT AGREE TO:**

1. Conform to the regulations set forth by the school and the employer.
2. Be punctual, regular in attendance at school and on-the-job AND notify the employer AND the instructor in advance, in case of absence from school or work, and not to report to work if absent from school.
3. Carry out the training on-the-job in such a manner that will reflect credit upon the student, the school, and the employer.
4. Remain on the job and not quit unless approved by the vocational instructor/coordinator.
5. Earn credit for the course.

**THE PARENT(S) OR GUARDIAN(S) AGREE TO:**

1. Assume responsibility for the personal conduct of the student.
2. Assume responsibility for the safety and transportation of the student to school and to the job.

**THE EMPLOYER AGREES TO:**

1. Provide employment and training for the Tri Star student in accordance with federal, state, and local laws and regulations, including nondiscrimination against any applicant or employee because of race, color, sex, national origin, or other qualified handicaps.
2. Start the trainee at a wage of \$\_\_\_\_\_ per hour during the hours of \_\_\_\_\_ to \_\_\_\_\_ for a minimum of 15 hours per week and a maximum of \_\_\_\_\_ hours per week.
3. Arrange for the student to be closely supervised by \_\_\_\_\_, who will be contacted and responsible for the work experience of the student.
4. Rate the student's work each grading period indicating the trainee's progress on the job.
5. Cooperate with the coordinator (vocational instructor) in every reasonable way to assist in the advancement of the student, including but not interrupting the training program without consulting with the coordinator.
6. Give the student the status of student worker, neither displacing a regular worker now employed nor substituting for a worker that would ordinarily be needed by the employer.
7. Provide job tasks and activities which are of vocational and educational value.

**THE TEACHER AGREES TO:**

1. Visit the trainee regularly on-the-job.
2. Endeavor to adjust all complaints with parties involved.
3. Notify all parties when transferring or withdrawing from a training station.
4. Enact such attendance and disciplinary regulations as necessary.
5. Keep a work agreement and a training plan on file at the student's school and place of employment.

**TERMS OF THE AGREEMENT:**

To the best of our knowledge, all information written above is correct. We have read, understand and agree to the contents of this training agreement.

Tri Star Career Technical Instructor	Date	Employer	Date
Parent or Guardian	Date	Student	Date
Career Technical Director	Date	Principal	Date

NOTICE: It is the policy of the Division of Career-Technical (Vocational) Education of the Ohio Department of Education, and Tri Star Career Compact that educational activities, employment programs and services are offered without regard to race, color, national origin, sex, religion, handicap, or age.

