

PATHWAYS FIELD STUDY



Agenda



- ★ Review Field Study Expectations and Requirements
- ★ [Application](#)
- ★ [Sponsor Agreement \(2nd page of application\)](#)
- ★ [Parent Authorization and Release form](#)
- ★ Placements
- ★ Due Dates and where to hand in documents
- ★ Wrap up and Questions



FIELD STUDY EXPECTATIONS & REQUIREMENTS



Each of the five pathways has their own field study overview:

[Arts and Humanities Field Study overview](#)

[Business Field Study overview](#)

[Education Field Study overview](#)

[STEM and Computer Science Field Study overview](#)

[Undeclared Field Study overview](#)

Some highlights are:

- ❖ Working along industry professionals in your future career
- ❖ Understanding the real world realities of the profession of choice
- ❖ .5 credit per period per semester
- ❖ Pass/Fail grade
- ❖ Non-paid position
- ❖ Minimum of 20 hrs per semester of field study
- ❖ [Field Study Log](#) will be filled out and submitted

Field Study Application

Quakertown Community High School Student Field Study Application

Student Name: _____ Grade (at time of Field Study): _____

Pathway: Arts & Humanities Business, Marketing and Finance Education STEM Undeclared

Field Study Semester Requested: Fall Spring School year: _____

*Number of Field Study Periods Requested (Students must be able to satisfy all QCHS graduation requirements in order to participate in a Field Study.): (1) period (2) periods

Student Email Address: _____ Student Phone Number: _____

Sponsor Information

Sponsor/Contact Person: _____

Name of Business or Institution (include Department): _____

Business/Institution Address: _____

Sponsor/Contact Phone Number: _____ Email: _____

Briefly describe the tasks/activities you will be responsible for during your Field Study: _____

How does this experience relate to your future plans? _____

I understand that my actions and the way that I conduct myself in a professional setting are a reflection of the Quakertown Community School District. If at any time my actions, behavior or attendance are a concern to my Sponsor, a meeting with the QCHS Pathways Coordinator will be held to determine possible removal from the Field Study Program.

Student Signature: _____ Date: _____

Parent Signature: _____ Date: _____

*Required minimum of 4 hours a week at placement per .5 credit enrolled during each semester.

Sponsor Agreement

Quakertown Community High School Field Study Sponsor Agreement

Student's Name: _____ Birthdate: _____

As the Field Study Sponsor/Contact for the student listed above, I acknowledge the following:

- I have read the Field Study guidelines and agree to host the student for the duration of the Field Study experience as identified on the student application side of this form. _____ (initial)
- I have met and discussed the program, expectations, appropriate responsibilities and student's goals with the student. _____ (initial)
- I understand the purpose of the program and will endeavor to provide experiences which will promote the development of a realistic perspective of this area of interest for the student. _____ (initial)
- I understand that I am responsible for providing meaningful feedback to the student regarding performance throughout the semester and must complete an honest and accurate evaluation of the student, which will be provided to the school and used in determining a grade, at the conclusion of the Field Study. _____ (initial)
- I have verified the accuracy of my contact information as listed on the student application side of this form. _____ (initial)
- I have received contact information for the QCHS Pathways Coordinator and should contact him/her at any time with questions and/or concerns. _____ (initial)
- I have completed and submitted the necessary Background Clearances to be eligible to accept this student, who is under 18 years of age. _____ (initial)

Field Study Goals as Agreed upon by Student and Sponsor:

1. _____
2. _____
3. _____

Sponsor/Contact Name (Please Print): _____

Career Area: _____ Years in Career: _____

Sponsor Signature: _____ Date: _____

Questions/Concerns may be directed to:
George Banas

Quakertown Community High School Career Pathways Coordinator
Phone: 215-529- 2096 or Email: gbanas@qcsd.org

FINDING A FIELD STUDY PLACEMENT

There are two options for finding a field placement:

1. If you know a family member, relative or friend in the industry you would like to complete a field study in please reach out to them and ask if they are willing to partner with you for your field study.
2. If you do not have any contacts in the industry of your field study please contact Mr. Banas in room B131 or by email at gbanas@qcsd.org for him to help you find a placement.

Once you secure a field study placement complete the field study sponsor agreement and hand in with your field study application.



WHAT NOW!



DUE DATES:

- We would like all paperwork, application/sponsor agreement/parent release, handed in asap.
- Please reach out to us if you are having a hard time with the process via email:

George Banas

Laura Neilson

gabnas@qcsd.org or lnilson@qcsd.org

WHERE TO HAND IN COMPLETED PAPERWORK:

- Please hand in all paperwork outside the Pathways Office located in the senior high school library.
- You can drop off paperwork to the main office at the senior high school
- **All documents must be handed in at the same time or none of them will be accepted. This includes the Field Study Application, Sponsor Agreement and Parent Release.**
- ★ We are unable to accept electronic copies because signatures must be witnessed at the high school or at a notary public for the parent release form.