Bentonville Schools

where excellence lives

Work Based Learning Program

Developing Professional Practices through Authentic Workplace Experiences

Syllabus 2026 - 2027

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Course Description: The Career Studies Internship Program is a two credit course designed to assist students to gain work experience in their specific career pathway of focus and to assist students to successfully transition from high school to the next phase of their adult lives. This course is for students who anticipate to begin their chosen careers immediately upon high school graduation as well as those who will begin some sort of post-secondary education prior to starting their career.

The design of this course incorporates a strong business and/or industry partnership that connects topics learned in class with relevant work experiences provided by either an apprenticeship or internship. Students are provided with current resources and guidance from both business, industry, and education professionals. This course provides students with intense competency-based classroom and work-site instruction specifically tailored to meet the needs of the individual student. It also fosters the articulation of programs between high school and post-secondary education, credit-granting institutions, and apprenticeship programs. A post-graduation monitoring system is incorporated into instruction that identifies and addresses the students' ongoing needs as they advance toward their identified career goal.

Phone Policy: For more information, please visit this link: Bell to Bell NO Cell Policy

Community Service Learning Opportunities: Arkansas law § 6-16-1901 requires students to complete 75 community service hours by the end of the senior year (some exceptions apply). This class contains 3 hours (1.5 for a semester class) of community service learning integrated into the curriculum and related to our standards and therefore it is mandatory for all students regardless of prior service hour completion.

Work Requirements: Students are required to work **120** hours per semester, for a total of **240** hours for the school year. Semester 1 (August - December) and Semester 2 (January - May) *Failure to meet work hour requirements may result in dismissal from the program.*

Classroom Requirements: Students are required to attend **18** hours of instructions per semester, for a total of **36** hours for the school year. Semester 1 (August - December) and Semester 2 (January - May) You will attend class on the dates set by your instructor. *Failure to meet classroom requirements may result in dismissal from the program.*

Late Work: The expectation is that assigned work is turned in by the due date to allow for feedback. Students must submit the completed assignment or request an extension from the teacher via email. If neither the assignment nor the extension request is submitted by the due date, a zero will be assigned.

Make-up Work: All assignments will be posted in Google Classroom on the day they are assigned. If you are absent, you will need to check Google Classroom to see what you missed. If you need an extension you will need to make email contact with your Internship teacher.

AI Work Policy: **AI Work Policy:** Throughout this course the teacher will be giving specific directions about allowable AI usage. When in doubt, ask your teacher for clarification and refer to your course google classroom. See AI Policy on our Bentonville Schools Technology website: https://www.bentonvillek12.org/departments/technology