



Application Process/Considerations

- visit [43Careers.com](https://www.43careers.com) and learn more about these two program offerings (hyperlinked) – **Baker** and **Cook**.
- students** please complete, in pen, and submit to your counselor the following **all together**:
 - Pages 2 + 3 of the application** [must have all necessary signatures on p. 2; keep p. 1 for your reference]
 - Updated Resume**
 - Diploma Verification Form**... see your counselor
 - Absence / Late Report**... see your counselor
- understand these are **post secondary level programs** where the expectations are up and beyond those of a regular high school course. Students in these programs are, ideally, looking for **trade certification** (meaning a minimum of 70% on all course work) set by **provincial and national standards**
- have discussed with your counselor and parents/guardians to ensure it meets your educational and career path goals
- prior to the program start date, have successfully completed (or have a plan to complete): all ‘core’ grade 11 courses, including:
 - Pro Cook** - two foods-based classes (Foods & Nutri 11 and/or 12 and/or Cook Training 11 and/or 12) and Food Safe Level 1. We might be able to take into consider if you had a paid cooking job.
 - Baker** - one foods-based classes (Foods & Nutri 11 or Cook Training 11), Food Safe Level 1 and a 4-day practicum at VCC
- on intake date, be a gr. 11 or 12 student in a public school in School District #43 (Coquitlam)
- “Pass” a personal interview with the Coquitlam coordinator (and VCC for Baking program)

If accepted into one of the TRAIN in Trades programs, you will:

- receive a “congratulations & **conditional acceptance**” email or phone call (mid-May, ideally) Confirmation will be given well in advance of the intake, assuming you have continued to be in good school standing (ex: no excessive lates or absents, no school suspensions, passing all necessary courses with appropriate grades – failure to stay in good standings may result in a withdrawn application by the SD)
- meet all the pre-requisite academic standards/requirements for your specific program
- transportation, to and from the training site(s), is the responsibility of the parent/guardian
- be committed to full and active participation in the TRAIN in Trades Program, most notably in:
 - conducting yourself in a professional and responsible manner in the classroom and workplace
 - not being absent or late while in the program, to the best of your ability
 - physically being able to meet the demands of the trade, and
 - doing the homework and review daily... this could range from 30 mins to 1+ hrs depending on the topic/test
- the school district will cover the **tuition** cost, but, when needed, **student/family must be prepared to pay all other program fees** [example of some potential costs: textbook, tools, Compass Card...]
- need to ensure you have appropriate PPE for that trade (minimum: CSA approved safety boots + safety glasses)
- have your course timetable adjusted accordingly
- if necessary, complete a post secondary ‘Application Form’ soon after your confirmation
- for applicable programs, student **must have current, government-issued photo ID** (ex: driver’s license or passport) for the final ITA certification exam... **no valid ID = no exam** (they are **very strict** on this)

Student applicant completes pages 2 and 3 (fillable .pdf)

Please **keep page 1** for your own reference.



Student Information

Student name: _____

Birth date: _____

Home address: _____

Home phone: _____

Student Cell phone: _____

Present school: _____

Current Grade: _____

Emails: **student** – cannot be school-based or parent email: _____

parent/guardian: _____

Student & Family Consent for the “TRAIN in Trades” Program + Media Release

We have read and understand the requirements and expectations explained on page 1. The information on pages 2 + 3, that was **completed by the student**, is accurate/reflective of the applicant. We have looked at district webpage (43Careers.com), specific to this trade, and feel very comfortable with all the expectations and program considerations, including researching some of the links in the right column.

We have read the media release (below) and selected the appropriate response:

“I hereby grant permission to Coquitlam School Board personnel to take photographs or video of my son/daughter while in the program. These images may be used in Career Programs publications, social media, calendars and on the website for purposes of program promotion and celebration of student successes. No last name would be attached to the photograph/video”.

Response _____

Signature of Student

Signature of Parent or Guardian

School Consent for the “TRAIN in Trades” Program

We feel this student is a **strong candidate who will be successful in this trades training**. They have met the necessary requirements and **any concerns were (will be) discussed with the district coordinator**. We **fully support** this applicant and feel s/he/they will be a **good ambassador of our school and school the district**.

Note: Counselors and Administrators can contact district coordinator, directly, if further discussion is required.

Signature of School Counselor

Signature of School Administrator

Student Questionnaire [print clearly in pen... **students please answer all the questions**]

1. I will get one of you teachers to do an 'online reference letter' for you... which teacher would you like me to ask/email on your behalf? Teacher: _____ Subject: _____
2. Ideally, what job/career field would you like to be doing/in when you are, say, 25? _____
3. I am applying to the _____ program.
If Pro Cook, my first choice is the _____ site, my second choice is _____.
4. Please list all of the following courses (and grade levels) you have taken (or plan to take prior to the intake date):
 - Food Safe Level 1** _____
 - Cook Training** (or Cafeteria Training) _____
 - Foods & Nutrition** _____
 - Work Experience 12** (where did you do your placement) _____
 - Paid job as a Cook or Baker?** (where do/did you work?) _____
5. Attendance and lates are crucial – you can be removed from a program if too many accumulate (ex: “3 strike policy”). **Looking at your attendance/late report**, comment on your **unexcused absents and lates**.

6. Visit: ITABC.ca > “Find my Trade” > click on your trade > scroll down to “Program Profile” and **download .pdf**
How many levels of **technical training** are there for your trade? _____
How many **total hours** do you need to **work for full certification**? _____
7. What are your **work** plans after you graduate (or while in program)?

8. What are your **educational** plans after you graduate? _____
9. Outside of school classes, provide one **recent/good example** that really show-off your “**culinary**” skills.

10. What has been the most challenge entrée/dessert you have prepared? _____
Why? _____
11. Trades training is not only “practical” – there is “**theory**” too. This means **textbook reading** on a regular basis, including “**kitchen math**”. Describe your “**literacy**” and “**numeracy**” abilities (strengths and weaknesses), especially as it pertains to textbooks, working with cooking math (ex: halving a recipe, or costing out a 300-person lunch menu), following detailed instructions, etc.

12. **In your program**, you will need a final mark of **70% or higher** to gain your level 1 certification. Looking at **all** your grade 10, 11 + 12 marks, why do you feel you will achieve this final (overall) mark?
