



# How to Enroll in Work Site Learning (WSL)



## FIRST

Student must obtain WSL Packet



### OPTION 1

Follow QR Code & Print



or

### OPTION 2

Print Form from Career Center Website under the WSL tab

or

### OPTION 3

Obtain forms from the Main Office at your school

## SECOND

Student must complete form and obtain signatures from self, parent and/or guardian, and employer.



- 1. Employer, Employee, AND Parent/Guardian COMPLETE YELLOW SECTIONS**
- 2. Employer, Employee, and Guardian make sure form is signed on all correct pages.**

## THIRD

The completed WSL Packet **must be returned** ASAP. Student will not be enrolled in WSL until Mrs. Derrig has received the fully processed and signed packet. Packet must have ALL required signatures. **Please Note: Work hours do not count until student is FULLY enrolled**



**OPTION 1** > Student Scans completed form and then emails it to: [michele.johnson@rentonschools.us](mailto:michele.johnson@rentonschools.us) . Student must look for email from [terry.derrig@rentonschools.us](mailto:terry.derrig@rentonschools.us) that will have instructions for reporting their hours.

**OPTION 2** : EMPLOYER Scans completed form and then emails it to: [michele.johnson@rentonschools.us](mailto:michele.johnson@rentonschools.us) Student must look for email from [terry.derrig@rentonschools.us](mailto:terry.derrig@rentonschools.us) that will have instructions for reporting their hours.

**OPTION 3** : STUDENT drops off completed form to School's Main Office. Student must look for email from [terry.derrig@rentonschools.us](mailto:terry.derrig@rentonschools.us) that will have instructions for reporting their hours.

## CONTACT

Questions? Comments?



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