

Burgettstown High School
Graduation Project
Job Shadow Proposal

Job shadowing gives the student an opportunity to learn more about a specific job area through observation. The student follows (job shadows) an employee at a work site for one day to learn about a particular occupation or industry. Job shadowing can help a student explore a variety of career options and possibly select a career major for further academic / career experiences throughout high school.

All students are responsible for contacting a work site and scheduling their own job shadowing experience. Students are required to complete the job shadow during the sophomore year. Students are not permitted to job shadow family members or any employee of the Burgettstown Area School District. Students are responsible for arranging their own transportation to and from the job site.

Submit this form to the Graduation Project Coordinator **two weeks** prior to the job shadow. The Graduation Project Committee will approve or deny the proposal. You are required to submit a new proposal if a previous proposal was denied.

Name: _____ Date: _____

Work Site Name: _____

Job Shadow Sponsor: _____

Sponsor's Title: _____

Sponsor's Phone Number: _____

Job Shadow Date: _____

Job Shadow Time (minimum 4 hours): _____

Brief explanation of Job Shadow expectations: _____

Student Signature: _____ Date: _____

Parent Signature: _____ Date: _____

Date Proposal Received: _____ Project Coordinator' Signature: _____

Approved: _____ Denied: _____