

**STATE OF FLORIDA**  
**APPLICATION FOR EMPLOYMENT CERTIFICATE**  
**AND**  
**TRAINING AGREEMENT FOR COOPERATIVE EDUCATION STUDENTS**

Employer \_\_\_\_\_ Date \_\_\_\_\_  
(Company/Business)

I intend to employ \_\_\_\_\_  
(First Name) (Middle) (Last Name) (Number & Street) (City)

Capacity of \_\_\_\_\_ Beverage License \_\_\_\_\_ Type \_\_\_\_\_  
(Yes/No)

\_\_\_\_\_  
(Name of Firm) (Street Address) (City) (Telephone)

\_\_\_\_\_ days of week \_\_\_\_\_ hours per day between the hours of \_\_\_\_\_ AM/PM and \_\_\_\_\_ AM/PM

**EMPLOYER'S RESPONSIBILITIES IN COOPERATIVE EDUCATION:** The employer agrees to place the trainee in the work specified above for the purpose of providing occupational experience of instructional value. The work activity will be under the supervision of a qualified supervisor. The work will be performed under safe and hazard free conditions. The trainee will receive the same consideration given employees with regard to safety, health, social security, and general work conditions and other policies and procedures of the firm. The employer will adhere to all State and Federal Regulations regarding employment, child labor laws and minimum wages, and will not discriminate in employment policies, educational programs or activities for reasons of race, sex, color, religion, national origin, marital status, age or handicap. The employer agrees to adopt a background screening process that is consistent with SDMC guidelines at a minimum on the person(s) who will be supervising the student. The employer understands and agrees that it is subject to all applicable Federal and Florida laws and School Board policies relating to the confidentiality of student records.

**TEACHER/COORDINATOR'S RESPONSIBILITIES IN COOPERATIVE EDUCATION:** The teacher/coordinator agrees to visit each trainee at the training station and will continue a close working relationship with the person to whom the trainee is responsible while on the job. The teacher/coordinator will meet with each trainee's parent and/or guardian prior to job placement and during the school year. The local education office will keep each trainee's Training Agreement on file for three (3) years.

**PARENT'S/GUARDIAN'S RESPONSIBILITIES IN COOPERATIVE EDUCATION:** Parents and guardians agree for the student to participate in Cooperative Education as provided by the public schools.

**TRAINEE'S RESPONSIBILITIES IN COOPERATIVE EDUCATION:** The trainee agrees to follow rules and guidelines established by the school, employer and coordinator with regard to hours of work, school attendance, and reporting procedures.

The document establishes an agreement between the school and employer on the conditions of training to be given a student while on the job. It should not be interpreted as a legal instrument or as any form of binding contract.

WE, THE UNDERSIGNED, have read this Training Agreement and understand the conditions and provisions.

Trainee \_\_\_\_\_ Teacher/Coordinator \_\_\_\_\_

Parent/Guardian \_\_\_\_\_ Employer \_\_\_\_\_