

**St. Lucie County Public Schools
Career & Technical Education Department
Cooperative Education Training Plan**

Name of Student Trainee _____ High School _____

Program Title _____ School Year _____

Name of Training Supervisor _____ Title _____

Name of Company _____

Street/Address _____

City _____ Zip Code _____ Phone Number _____

Directions: The purpose of this training plan is to provide the student trainee with a list of tasks, duties, and responsibilities on the job. The items listed should include those tasks which the student trainee will be expected to do immediately, as well as those tasks which may be done as the student gains more experience. Enter a "C" or an "F" in the box in the left hand column next to each task. Use the "C" to identify current tasks; use the "F" to identify future tasks. In the box next to the "C" or "F" code, place a check mark after the student has successfully mastered the identified task.

C or F	✓ when mastered	Specific Training Tasks
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