



Fax # _____
Email: _____
Phone # _____

Date: _____

To: _____ Company: _____

Address: _____ Postal Code: _____

Re: CONFIRMATION RAP EMPLOYER NOTICE – SUMMER INTAKE 2010

Thank you for agreeing to accept a placement for RAP students for summer intake 2010. CAREERS: The Next Generation values and appreciates the significant contribution you are making towards developing a future workforce.

Your RAP student for interview in the identified trade for summer 2010 is as follows:

Trade: _____

Student Name: _____ School: Enter school here

Teacher Contact: Teacher / Phone Number

Upon completion of a successful interview, the program elements of the RAP Summer 2010 Internship is:

1. The student and teacher coordinator will contact you to arrange a mini – interview to finalize arrangements for the summer internship.
2. Student internships will usually commence first week of July for a 125 hour (approx. three weeks) probationary internship at the workplace. A Work Experience Agreement between the employer and the school district will be signed.
3. Students are registered (indentured) as a RAP apprentice following **successful completion** of the 125 hour, approx. three week internship. During RAP the student **must** receive compensation at minimum wage, or higher.
4. Worker's Compensation (WCB) is covered and provided by the Alberta Government (via Alberta Learning), not the employer.
5. During RAP the employer may terminate the placement/employment for cause at any time.
6. The school and work schedule is developed to accommodate the employer needs, part time or full – time, throughout each semester of the school year, including the months of July and August.
7. This arrangement is a school based, off – campus learning program, in which RAP allows the student to earn hours toward their first year of apprenticeship, diploma credits toward the high school diploma, and earn at least minimum wage for hours worked.

Thanks again for your willingness to be involved with the CAREERS RAP model.

**Cc Teacher
Student**

Field Director

Your Name

April, 2010