



Indiana Department of Education

Dr. Katie Jenner, Secretary of Education

Indiana Department of Education Work-Based Learning (WBL) Definitions

0543 Work Based Learning Level 1: Employability Skills Development (WBL Lvl 1)

The Work Based Learning Level 1 course may be used to capture and track Career Relevant Learning Experiences that develop career readiness competencies and employability skills. Career Relevant Learning includes the universe of business and career connected experiences and opportunities that allow K-12 and postsecondary students to engage in meaningful conversations around careers and the world of work.

This level includes activities that can occur in workplaces or school-based enterprises and involve an employer assigning a student meaningful job tasks to develop his or her skills, knowledge, and readiness for work. Example activities include:

- **Governor's Work Ethic Certificate, Student Entrepreneurial Experience, Supervised Agricultural Experience, School-Based Enterprise, or Employability Skills Co-op or Part Time Job**
 - Paid or non-paid experience
 - Post-secondary credential is not embedded in pathway

This course code should be used to denote completion of the Graduation Pathways Employability Skills experience.

- Recommended Grade: 9-12
- Required Prerequisites: None
- Recommended Prerequisites: Preparing for College & Careers
- Credits: 0 credits, the experience may stretch over multiple semesters & should not be marked as complete until the designated person responsible for approving the work-based learning experience validates the WBL work product and marks as passed.
- Qualifies as the employability skills requirement for all diplomas.



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0544 Work Based Learning Level 2: Internship (WBL Lvl 2)

The Work Based Learning Level 2 may be used to capture experiences that meet the newly adopted definition of WBL. Work-based Learning is defined as: Sustained interactions between participants (adults/youth) and professionals in real or simulated workplace settings that foster in-depth, firsthand experiences with the tasks required in a given career field, intentionally aligned and evaluated with course/training competencies, while offering participants the opportunity to gain intentional career outcomes.

Internships and workplace simulations provide access or advancement in a career field that can serve as the culminating course or event in a student's chosen career pathway. Through WBL, students have the opportunity to apply the concepts, skills, and dispositions learned in previous pathway coursework in real world workplace settings. Internships may take a variety of forms but can be generally categorized as workplace simulations, academic or technical internships. Examples include:

- **Career Exploration Internships, Cadet Teaching, Health Occupations Explorations, WBL Capstone, NLPS Capstone, & Clinical/Practicums**
 - Paid or non-paid experience
 - Hours for Completion - minimum 75 hours
 - Development of a training plan is required

This course code should be used to denote completion of the Graduation Pathways Employability Skills experience.

- Recommended Grade: 9-12
- Required Prerequisites: None
- Recommended Prerequisites: Preparing for College & Careers
- Credits: 0 credits, the experience may stretch over multiple semesters & should not be marked as complete until the designated person responsible for approving the work-based learning experience validates the WBL work product and marks as passed.
- Qualifies as the employability skills requirement for all diplomas.



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0545 Work Based Learning Level 3: Modern Youth Apprenticeship/Pre-Apprenticeship (WBL Lvl 3)

The Work Based Learning Level 3 may be used to capture experiences that meet the newly adopted definition of WBL. Work-based Learning is defined as: Sustained interactions between participants (adults/youth) and professionals in real or simulated workplace settings that foster in-depth, firsthand experiences with the tasks required in a given career field, intentionally aligned and evaluated with course/training competencies, while offering participants the opportunity to gain intentional career outcomes.

Modern Youth Apprenticeships are work-based learning programs designed for high school students. They generally incorporate the key elements of the standard apprenticeship model, including paid workplace experience and related technical instruction. Modern youth apprenticeships must result in postsecondary credit and/or industry recognized credentials. Modern youth apprenticeship is a structured, work based learning program with an aligned, competency based education and training plan agreed to by the student, school, and employer that may also include Pre-Apprenticeship programs.

- **Pre-apprenticeship must be articulated with a registered apprenticeship program**
 - Sequence of Courses: At least two (2) semesters of related academic instruction eligible for secondary academic credit
 - Paid experience
 - Hours for Completion - At least 650 hours over two academic years
 - College credit and industry recognized credential earned upon completion

This course code should be used to denote completion of the Graduation Pathways Employability Skills experience.

- Recommended Grade: 10-12
- Required Prerequisites: None
- Recommended Prerequisites: Preparing for College & Careers
- Credits: 0 credits, the experience may stretch over multiple semesters & should not be marked as complete until the designated person responsible for approving the work-based learning experience validates the WBL work product and marks as passed.
- Qualifies as the employability skills requirement for all diplomas.



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0546 Work Based Learning Level 4: Federal Registered Apprenticeship (WBL Lvl 4)

The Work Based Learning Level 4 may be used to capture experiences that meet the newly adopted definition of WBL. Work-based Learning is defined as: Sustained interactions between participants (adults/youth) and professionals in real or simulated workplace settings that foster in-depth, firsthand experiences with the tasks required in a given career field, intentionally aligned and evaluated with course/training competencies, while offering participants the opportunity to gain intentional career outcomes.

Registered Apprenticeships are defined as intensive work-based learning opportunities that generally last from one to six years and provide a combination of on-the-job training and formal classroom instruction. They are intended to support progressive skill acquisition and lead to postsecondary credentials and, in some cases, degrees. Apprenticeships often involve 2,000 to 10,000 on-the-job hours. Students 16-years-old or older may qualify for an apprenticeship. Per the Indiana General Assembly, any apprenticeship program must be registered under the federal National Apprenticeship Act (29 U.S.C. 50 et seq.) or another federal apprenticeship program.

- **Paid US Department of Labor Registered Apprenticeship**
 - Hours for Completion - minimum of 2,000 hours and 144 related instruction hours.
 - 2-4 year duration
 - National apprenticeship credential earned upon completion

This course code should be used to denote completion of the Graduation Pathways Employability Skills experience.

- Recommended Grade: 11-12
- Required Prerequisites: None
- Recommended Prerequisites: Preparing for College & Careers
- Credits: 0 credits, the experience may stretch over multiple semesters & should not be marked as complete until the designated person responsible for approving the work-based learning experience validates the WBL work product and marks as passed.
- Qualifies as the employability skills requirement for all diplomas