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| **FOR STUDENTS WHO HAVE PREVIOIUSLY EARNED:** | **Approx. 0-7.5 CREDITS** | **Approx. 8-12.5 CREDITS** | **More than 12.5 CREDITS** |
| **Week of:** | **1st SEMESTER REQUIREMENTS** | **2nd SEMESTER REQUIREMENTS** | **3rd SEMESTER REQUIREMENTS** |
| **#1** | **August** | 15-19 | Enrolling/Turn in Contract | Enrolling/Turn in Contract | Enrolling/Turn in Contract |
| **#2** | **August** | 22-26 | Enrolling/Turn in Contract/Attend 1st Meeting | Enrolling/Turn in Contract/Attend 1st Meeting | Enrolling/Turn in Contract/Attend 1st Meeting |
| **#3** | **Aug/Sept** | 29-2 | Attend 1st Meeting | Attend 1st Meeting | Attend 1st Meeting |
| **#4** | **September**  | 6-9 | Submit Paystub #1 (Aug 15-Sept 9) | Submit Paystub #1 (Aug 15-Sept 9) | Submit Paystub #1 (Aug 15-Sept 9) |
| **#5** | **September** | 12-16 | Assignment #1 | Assignment #9 | Assignment #19 |
|  | To Receive a Mid 1st Qtr Satisfactory, be sure these are turned in by: (**Sept 9**) | \*Contract turned in/Attend Meeting #1Assignment #1\*Minimum of 20 work hrs on time sheets\*Paycheck #1 stub (Aug 15-Sept 9) | \*Contract turned in/Attend Meeting #1\*Assignment #9\*Minimum of 20 work hrs on time sheets\*Paycheck #1 stub (Aug 15-Sept 9) | \*Contract turned in/Attend Meeting #1\*Assignment #19\*Minimum of 20 work hrs on time sheets\*Paycheck #1 stub (Aug 15-Sept 9) |
| **#6** | **September** | 19-23 | Assignment #2 due | Assignment #10 due | Assignment #20 due |
| **#7** | **September** | 26-30 | Assignment #3 due | Assignment #11 due | Assignment #21 |
| **#8** | **October** | 3-7 | Assignments #4/#5 due | Assignments #12/#13 due | Assignments #17/18 |
| **#9** | **October** | 10-14 | **Attend meeting #2 with Mrs. Wolken** | **Attend meeting #2 with Mrs. Wolken** | **Attend meeting #2 with Mrs. Wolken** |
| **#10** | NO SCHOOL | Oct 17-18 | Fall Break—Continue your time sheets | Fall Break—Continue your time sheets | Fall Break—Continue your time sheets |
|  | To Receive a 1st Qtr Satisfactory, be sure these are turned in by: (**Oct 14**) | \*Contract and Assignments #1-#5 turned in\*2 meetings\*Minimum of 90 work hrs on time sheets\*Paycheck #2 stub (Sept 10-Oct 14) | \*Contract and Assignments #9-#13 turned in\*2 meetings\*Minimum of 90 work hrs on time sheets\*Paycheck #2 stub (Sept 10-Oct 14) | \*Contract and Assignments #19-#21 turned in\*2 meetings\*Minimum of 90 work hrs on time sheets\*Paycheck #2 stub (Sept 10-Oct 14) |
| **#10** | **October**  | 19-21 | Assignment #6 due | Assignment #14 due | Assignment #22 due |
| **#11** | **October** | 24-28 | Assignment #7 due | Assignment #15 due | Assignments #24 due |
| **#12** | **Oct/Nov** | 31-4 | Work on unfinished assignments | Work on unfinished assignments | Assignment #23 due |
| **#13** | **November** | 7-11 | **Attend Meeting #3 with Mrs. Wolken** | **Attend Meeting #3 with Mrs. Wolken** | **Attend Meeting #3 with Mrs. Wolken** |
|  | To Receive a Mid 2nd Qtr Satisfactory, be sure these are turned in by: (**Nov 15**) | \*Contract and Assignments #1-#7 turned in\*3 meetings\*Minimum of 130 work hrs on time sheets\*Paycheck #3 stub (Oct 15-Nov 15) | \*Contract and Assignments #9-#15 turned in\*3 meetings\*Minimum of 130 work hrs on time sheets\*Paycheck #3 stub (Oct 15-Nov 15) | \*Contract and Assignments #9-#15 turned in\*3 meetings\*Minimum of 130 work hrs on time sheets\*Paycheck #3 stub (Oct 15-Nov 15) |
| **#14** | **November**  | 14-18 | Assignment #8 due | Assignment #16 due | Assignment #23 due |
| **#15** | **November** | 21-22 | Work on unfinished requirements | Work on unfinished requirements | Work on unfinished requirements |
| **#16** | **Nov/Dec** | 28-2 | Last day to turn in WE papers/paycheck stub: **Dec 16** | Last day to turn in WE papers/paycheck stub: **Dec 16** | Last day to turn in WE papers/paycheck stub: **Dec 16** |
| **#17** | **December** | 5-9 | ***\*4th meeting—wrap up the semester*** | ***\*4th meeting—wrap up the semester*** | ***\*4th meeting—wrap up the semester*** |
| **#18** | **December** | 12-16 | 4th paycheck stub due—(Nov 16-Dec 22) | 4th paycheck stub due—(Nov 16-Dec 22) | 4th paycheck stub due—(Nov 16-Dec 22) |
| **#19** | **December**  | 19-22 | END OF SEMESTER—NO WORK EXP. FINAL | END OF SEMESTER—NO WORK EXP. FINAL | END OF SEMESTER—NO WORK EXP. FINAL |
| SATISFACTORY | **10** Credits: | \*Contract & Assignments: #1-#8 turned in\*4 paystubs (see dates above)\*4 Meetings\*180 Work Hours (recorded on time sheets) | \*Contract & Assignments: #9-#16 turned in\*4 paystubs (see dates above)\*4 Meetings\*180 Work Hours (recorded on time sheets) | \*Contract & Assignments: #17-#24 turned in\*4 paystubs (see dates above)\*4 Meetings\*180 Work Hours (recorded on time sheets) |
|  | **7.5** Credits: | \*Contract & Assignments: #1-#8 turned in\*3 paystubs (see dates above)\*3 Meetings\*135-179 Work Hours (recorded on time sheets) | \*Contract & Assignments: #9-#16 turned in\*3 paystubs (see dates above)\*3 Meetings\*135-179 Work Hours (recorded on time sheets) | \*Contract & Assignments: #17-#24 turned in\*3 paystubs (see dates above)\*3 Meetings\*135-179 Work Hours (recorded on time sheets) |
|  | **5.0** Credits: | \*Contract & Assignments: #1-#8 turned in\*2 paystubs (see dates above)\*3 Meetings\*90-134 Work Hours (recorded on time sheets) | \*Contract & Assignments: #9-#16 turned in\*2 paystubs (see dates above)\*3 Meetings\*90-134 Work Hours (recorded on time sheets) | \*Contract & Assignments: #17-#24 turned in\*2 paystubs (see dates above)\*3 Meetings\*90-134 Work Hours (recorded on time sheets) |
|  | **2.5** Credits: | \*Contract & Assignments: #1-#8 turned in\*2 paystubs (see dates above)\*2 Meetings\*45-89 Work Hours (recorded on time sheets) | \*Contract & Assignments: #9-#16 turned in\*2 paystubs (see dates above)\*2 Meetings\*45-89 Work Hours (recorded on time sheets) | \*Contract & Assignments: #17-#24 turned in\*2 paystubs (see dates above)\*2 Meetings\*45-89 Work Hours (recorded on time sheets) |

**\*--Last day to submit contract for 10 cr: \*--Last day to submit contract for 7.5 cr: \*--Last day to submit contract for 5.0 cr: \*--Last day to submit contract for 2.5 cr:**

Sept 9 Sept 30 Oct 14 Nov 11

**1st Semester—2016-17**