

APPLICATION MANUFACTURING & ENGINEERING CO-OP (MEC) PROGRAM

DUE DATE - March 11th, 2025

Submit application to J. N. Burnett Secondary School (c/o Mr. Wes Bevan) or email wbevan@sd38.bc.ca

- Applicants must currently be in Grades 10 or 11 and attend an SD38 secondary school (Program taken in Grade 11/12)
- Program courses: Engineering 11/12, Skills Exploration and Work Experience 12A (earn 12 credits toward graduation)
- Program courses taken semester two at Burnett Secondary School
- Optional industry certification via Northwest Skills Institute (4th course for credit)

Program Details and Special Features

- The MEC Co-Op program offers students the opportunity to explore a variety of manufacturing processes and learn skills as they relate to engineering.
- The program includes a work experience course with local manufacturing/engineering companies.
- OPTIONAL acquisition of an online INDUSTRY certificate through the Northwest Skills Institute, offered at a significant discount. Options include:
 - Advanced Manufacturing Technician
 - Drafting and CAD Technician
 - CNC Lathe Production Technician
 - Aerospace Quality Technician
 - Aerospace Structures Technician
- Mechatronics & Industrial Automation Technician
- Composite Manufacturing & Repair Technician
- CNC Machining Production Technician
- Aerospace Electrical Assembly Technician
- Quality Assurance Technician

NOTE: Students who complete one Northwest Skills certificate in a timely manner, can take a second with no additional cost!

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(Tear off this page before submitting application)

SD38 APPLICATION – MEC* PROGRAM

*Manufacturing & Engineering Co-op

Instructions:

- 1. Complete this application (tear off top page).
- 2. Submit to J.N. Burnett Secondary School or to wbevan@sd38.bc.ca by March 11th, 2025.
- 3. Only students currently in Grades 10 or 11 may apply to take in their next school year (semester 2 full-time at Burnett). Students taking MEC in Gr. 11 can return to home school for Gr. 12. Students taking in Gr. 12 can attend home school grad events.
- 4. Applicants will be notified of interview date once application has been processed.

PLEASE PRINT CLEARLY

	STUDENT INFORMATION	N				
Name:	Home School:					
First.	Last					
PEN #:	Birthdate (year/month/day):	// Age:				
Student Email:	Studen	t Cell:				
Mailing Address:						
City/Prov:	Postal Code:	Home Phone:				
Referring Teacher or Counsellor:						
Applicant's Signature: I certify that all statements in this application package are true and complete.						
Date:	Signature:					
SD38 7	TEACHER or COUNSELLOR EN	DORSEMENT				
Upon successful completion, stu optional and includes a student fee	e-to-face and on-line learning and indents will earn 12-16 high school of to earn an industry certification the	ncludes community work experience. credits (3-4 courses). One of the courses is rough Northwest Skills Institute.				
SD38 Teacher/Counsellor Name:	First	Last				
Email:	Ce					
I am pleased to support this student Program.	s's application for the SD38 Manufa	acturing & Engineering Co-op (MEC)				
Date:	Signature:					

FOR PARENT/GUARDIAN COMPLETION:

<u>Parent/Guardian:</u> Please respond to the following so that the MEC Program instructor and Burnett Secondary may best support your child during this program. (All will be kept confidential.)

MEDICAL /LEARNING NEEDS INFORMATION						
performance during the c Asthma, Allergies etc.). No medical/le	course (i.e. has IEF	on that the program instructor shown that the program instructor shown in the program instructor shown in the program instructor shown in the program in the program is a shown in the program in the pro				
		Family Doctor:	Phone:			
			Relationship:			
Daytime phone (work or l	home):	Cell Pho	one:			
Parent/Guardian Name:		ENT/GUARDIAN INFORMATIO				
	First.	Last				
Email:		Cell Ph	none:			
Parent/Guardian's Signat	ture: I support i	my child's application to take this	KPU course.			
Date:		Signature:				

APPLICANT STATEMENT OF INTEREST SD38 MANUFACTURING & ENGINEERING CO-OP (MEC) PROGRAM

	Applicant's Full Name:	PEN #				
Ple	ease respond to the following questions. Print/w	rite clearly in own handwriting.				
1.	What has motivated you to apply to the MEC Program?					
2.	Describe your knowledge, skills and attitudes th	nat will support your achievement as you take part in MEC.				
3.		xperience (unpaid) placement for credit (~90 hours). What ased experience?				
4.	certification(s) through Northwest Skills Institut and you will have access to complete more than \$5000). You will also earn 4 credits toward grad	rogram, students may elect to complete an industry se. There is a significantly discounted student fee (\$500), none certificate if you choose (a savings of over \$3000-duation by completing a certificate. These are all complete with some MEC program instructor support available. Ing a certificate? Why or why not?				

APPLICANT SELF-ASSESSMENT FORM **SD38 MANUFACTURING & ENGINEERING CO-OP (MEC) PROGRAM**

I am interested in applying for the MEC Co-op Program. I understand this program requires significant commitment and I will need to travel between Burnett Secondary and my home school. My self-assessment will assist in determining my suitability and readiness for the program.

Student Name: _____

(print in full)

	Scale	Emerging	Developing	Proficient	Extending
CORE COMPETENCIES	Proficiency Scale	I demonstrate an INITIAL understanding of the concepts and competencies.	I demonstrate a PARTIAL understanding of the concepts and competencies.	I demonstrate a <u>COMPLETE</u> understanding of the concepts and competencies.	I demonstrate a SOPHISTICATED understanding of the concepts and competencies.
In a safe and supported environment, I respond meaningfully to communication peers and adults I communicate purposefully, with peers a adults using strategies I have practiced I cooperate with others and contribute d group activities, sharing roles and responsibilities to achieve goals I can confidently interact and build relationships with other group members further shared goals	und	"I am just getting started and learn best with help."	"I am beginning to do more and more on my own."	"I can do it on my own."	"I go beyond wha is expected of me.
linking I can get new ideas or build on other peo ideas to create new things within the constraints of a form, a problem, or mate I can think "outside the box" to get innov ideas and persevere to develop them I can ask questions and consider options. I can use my observations, experience, ar imagination to draw conclusions	rials ative	"I am just getting started and learn best with help."	"I am beginning to do more and more on my own."	"I can do it on my own."	"I go beyond wha is expected of me
Personal and Social I can make choices that help me meet my wants and needs and increase my feeling well-being. I take responsibility for my action recognize my strengths and take responsibility for using strategies to focus manage stress, and accomplish my goals. I can identify my strengths and limits, find internal motivation, and act on opportun for self-growth. I take responsibility for making ethical decisions.	s of tions	"I am just getting started and learn best with help."	"I am beginning to do more and more on my own."	"I can do it on my own."	"I go beyond wha is expected of me.
sed on my self-assessment I ran		readiness for this	program as (check ☐ Not Quite Read		vill be needed)
ditional Comments:					

Student Signature: