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| **ILLINOIS COMMUNITY COLLEGE BOARD****FY 2019 EARLY SCHOOL LEAVER TRANSITION PROGRAM****CAREER EXPLORATION EXPERIENCE (CEE)** |
| **APPLICANT:** |  |

*Fifteen (15) hours per semester of work-based and/or school-based learning experiences required for Early School Leaver Transition Program participants. Experiences must support participants’ career and education goals and provide knowledge and skills necessary for successful transitions into postsecondary education and/or employment. CEE hours may be generated through any one or combination of the following activities: paid employment, internships, pre-apprenticeship, apprenticeships, on-the-job training, mentorships, job shadowing, class shadowing, volunteer work and community service, and/or interviewing professionals in selected career path. An ESLTP Career Exploration Experience Training Memorandum may be completed for students participating in Career Exploration Experience. The CEE Training Memorandum documents the location, type, and duration of the experience and specifies the responsibilities of the participant, ESLTP coordinator, and CEE supervisor. The ESLTP coordinator is responsible for coordinating placements and monitoring participants’ progress. ESLTP Career Awareness and Development Instruction and ESLTP Career Exploration Experience may be completed concurrently or consecutively; however, students must be enrolled in CADI prior to CEE placement. ESLTP coordinator must enroll at least 90% of ESLTP participants in CEE.*

Provide the following information for all schools, colleges, agencies, and businesses that will provide Career Exploration Experiences for program participants in compliance with the regulations of the United States Department of Labor. **Programs should maintain a current listing of sites.**

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