

Work Experience and Career Exploration Program (WECEP) Application

The Work Experience and Career Exploration Program (WECEP) offers exceptions to the child labor regulations and permits 14- and 15-year-olds to be employed in otherwise prohibited circumstances. Career-Based Intervention (CBI) is Ohio's operation of WECEP.

The following information is required for any employer that hires 14 or 15-year old students in the CBI program. Completion of this application, in full, is required before any student may be eligible to work 1) during school hours, 2) up to three hours on a school day, 3) up to 23 hours per week during the school year, and/or *4) in an otherwise prohibited occupation. Applications are submitted per employer, not per student.

*WECEP permits variances, on a limited basis, from certain child labor hazardous occupation standards. Students may not work in a position requiring a variance until it is approved by the U.S. Department of Labor, Wage and Hour Administrator on a case-by-case basis.

Application

1. Provider Name (District and School or Community School)
2. Building IRN
3. CBI Instructor/WECEP Coordinator Name
4. CBI Instructor/WECEP Coordinator Email Contact
5. CBI Instructor/WECEP Coordinator Phone Number
6. Proposed place of employment:
7. Proposed place of employment address and business phone number
8. How many students will be employed at this location under the WECEP?
9. A variance request for this employer is being requested (Y/N)

CBI Instructor/WECEP Coordinator Acknowledgement

I, the CBI Instructor/WECEP Coordinator, certify that I will:

- I. Complete and document a workplace safety evaluation for each WECEP work site.
- II. Submit a training agreement or work-based learning agreement to the Department of Education and Workforce for each student that intends to work at this location.
- III. Conduct ongoing evaluations for each student during the WECEP work placement.
- IV. Report any injuries or child labor violations immediately to the Ohio Department of Education and Workforce and the Ohio Department of Commerce.
- V. Keep updated records of all students participating in the WECEP for at least five years with the understanding that records shall be made available for inspection or transcription to the Ohio Department of Education and Workforce, Office of

Career-Technical Education, and the U.S. Department of Labor, Administrator of the Wage and Hour Division, upon request.

Signature: _____ Date: _____