

Name of Enterprise: XXXXXXXXXXXXXXXX

1. To provide a basis of understanding and to promote sound business relationships, this agreement is established on **Month Day, Year**.

2. Placement will begin on **January 1, 20XX** and will end on or about **December 31, 20XX** unless this agreement becomes unsatisfactory to either party.

3. School: **XXXXXXXXXX High School**

4. Career objective: **XXXXXXXXXXXXXX**

5. Name of Placement Business: **XXXXXXXXXXXXXXXXXXXXXXXXXXXX**

6. Person responsible for training: **XXXXXXXXXXXXXXXXXXXX**

7. Industry Mentor/Supervisor: *(Required for Work-Based Learning)*

8. The usual working hours when attending school will be: **XXXXXXXX**

9. The usual working hours when not attending school will be: **XXXXXXXX**

10. Wage rate for the PAID SAE agreement is: **\$XX**/hour *(Use UNPAID if not a paid SAE)*

11. Wage Rate during the training period if applicable