

Dear Parents of McMinn County Schools 9th and 10th grade students,

The state board of education has developed an Industry 4.0 diploma distinction for high school students who are interested in pursuing a career in a high-need, high-skill industry after graduation.

What is the industry 4.0 Diploma Distinction?

A high school student interested in receiving an Industry 4.0 diploma distinction must do the following:

1. Before the end of the student's sophomore year:
 - Notify the student's counselor or school principal of the student's intent to pursue an Industry 4.0 diploma distinction.
 - Provide the student's counselor or school principal with documentation signed by the student's parent or legal guardian indicating that the student's parent or legal guardian is aware of the requirements for the parent's or legal guardian's student to obtain an Industry 4.0 diploma distinction and consenting to the student's participation.
 - Enroll in a dual enrollment course for the student's junior year, and or work-based learning (WBL) course during the senior year, meet regularly (monthly) with the student's work-based learning teacher, a school counselor, or with a career counselor at a regional American Job Center.
2. Beginning in the student's junior year, the student will meet no less than once per month with a school counselor, MCS staff member who is a work-based learning instructor, or American Job Center career coach.
3. Before the end of the student's junior year, the student will enroll in additional work-based learning and/or dual enrollment courses for the student's senior year; and
4. Successfully complete all coursework required for graduation.
The participating student must have 9 credits with accumulation of Dual Enrollment, WBL and/or Clinical Internship.

What are the purposes of the monthly meetings?

Students will meet monthly with a school counselor, MCS staff member who is a work-based learning instructor, or American Job Center to:

- Develop the personal attributes required for success in the workforce, including time management, networking, communication, teamwork, creative thinking, and conflict resolution.
- Apply for dual enrollment grants or other available financial aid opportunities, including grants and scholarships administered by the Tennessee Student Assistance Corporation (TSAC).
- Identify the best combination of dual enrollment, work-based learning, and or internship opportunities which is of high level of the CTE program of study available to the student; and
- Prepare for standardized assessments such as the ACT®.

Graduation requirements for students selecting this option:

Allow a student to earn at least one (1) science credit and at least one (1) math credit through course substitutions approved by the state board, including, but not limited to, dual enrollment and work-based learning courses that are aligned to a student's chosen career path; and

Require a student to earn nine (9) credits of dual enrollment or work-based learning, which may be satisfied by the student's successful completion of dual enrollment coursework, work-based learning experiences, on-the-job training, or other mentorships or structured educational experiences that allow the student to apply the student's knowledge and skills in a work environment to develop an understanding of workplace expectations.

Current graduation requirements and as well as a full outline of courses that offer dual enrollment and work-based learning opportunities can be found in High School's Course Description book.

Who are the contact people related to this memo?

Central High School Principal	Counselors	CCTE Staff with WBL Certifications
Jacob Slack - Principal	Amber Moore	Elizabeth Pierce Oswald CTE Director
McMinn High School Principal	Counselors	CCTE Staff with WBL Certifications
Kevin Edwards -MCTC Principal	Nicole Hooper	Elizabeth Pierce Oswald CTE Director

Student Checklist to Prepare to Pursue the Industry 4.0 Distinction Option

- I have notified my grade-level principal and counselor that I intend to pursue this option.
- My parent/legal guardian has read the information sheet regarding this option, and I have their permission to pursue it (student and parent sign below).
- I have planned with my counselor to enroll in a dual enrollment coursework in my junior year, and with additional dual enrollment courses along with the addition of work-based learning course senior year.
- I have contacted and am committed to meeting once per month, beginning in my junior year, with a work-based learning staff member (names by contact area provided below.)
 - I will develop personal attributes required for success in the workplace.
 - I will apply for dual enrollment grants and other financial aid.
 - I will collaborate with my counselor and WBL instructor to find an aligned combination of work-based learning and dual enrollment coursework.
 - I will prepare for and take ACT and/or other standardized assessments aligned to my career goals.
- I am committed to earning satisfactory credit in all coursework required for graduation, work-based learning, and dual enrollment.
 - I will collaborate with my counselor to ensure my science and math course credit substitutions (if any) are aligned with graduation requirements.
 - I will earn 9 credits of dual enrollment and/or work-based learning courses (following WBL planning guide).
- Current graduation requirements and as well as a full outline of courses that offer dual enrollment and work-based learning opportunities can be found in our academic planning guide.

Student's Printed Name

Student's Signature

Parent's Signature

Date