

Work-based Learning (WBL): At a Glance

Placement Types

Regular Employment – Junior and Seniors, ages 16 and older, work directly for employers on their trade cycle, earning high school credit and a wage.

Pre-Apprenticeship Employment – same as above, but the student is also earning hours/credit toward a registered apprenticeship program or licensure.

Internships – Juniors and Seniors, ages 16 and above, work directly for an employer and in lieu of monetary compensation, they gain invaluable real-world experience that enhances their skills set and resume.

Job Shadowing – student participate in an observational opportunity for 1-3 days to gain first-hand knowledge in their chosen field.

Eligibility

- 16 or older, and in their Junior year (Junior year start in the summer after sophomore year)
- GPA of 70 or above with no failures, and at least a 70 in trade.
- Must obtain Trade DH/Instructor approval

School Release Hours

During the trade cycle, eligible students may have up to the following school release hours:

Semester 1

- 11th Graders – 14 hours per week during the trade cycle
- 12th Graders – 21 hours per week during the trade cycle

Semester 2

- 11th Graders – 28 hours per week during the trade cycle, as long as trade theory and trade related electives are being met.
- 12th Graders – no restriction on hours as long as shop theory, trade related electives, and graduation requirements are being met.

Minors in Hazardous Trades

The #1 question is how will an insurance company cover a minor. Here is the answer:

Through legislation created in partnership between the Department of Labor and the Department of Education (*Conn. Gen. Stat. § 31-23. Employment of minors prohibited in certain occupations. Exceptions*), students can participate in WBL as early as 16 years of age, even in occupations labeled hazardous, such as construction, manufacturing, and automotive.

Program Advisory Committee (PAC)

Each trade program (per school) has a Program Advisory Committee (PAC) composed of local employers and industry stakeholders. This committee meets twice a year, where instructors present updates on their programs, and employers provide feedback and insights on industry needs. PACs offer employers a valuable opportunity to get involved and build a workforce pipeline with their local CTECS school.

For More Information

[CTECS Homepage](#)



[Trade Programs](#)



[Work-based Learning](#)




[Career Center](#)




Consultant	Trade Programming	
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Career Technical Education Programs

<div><div>2025-2026</div></div> <div>Secondary Career Technical Education Programs</div>		ANSONIA	O'BRIEN THS	BRIDGEPORT	BULLARD-HAVENS THS	BRISTOL -11TH & 12TH	BRISTOL TEC	DANBURY	ABBOTT THS	DANIELSON ELLIS THS	GROTON	GRASSO THS	HAMDEN	WHITNEY THS	HARTFORD	CT AERO TECH AVIATION	HARTFORD PRINCE THS	MANCHESTER CHENEY THS	MERIDEN	WILCOX THS	MIDDLETOWN VINAL THS	MILFORD PLATT THS	NEW BRITAIN GOODWIN THS	NORWICH NORWICH THS	STAMFORD WRIGHT THS	STRATFORD STRATFORD AVIATION	TORRINGTON WOLCOTT THS	WATERBURY KAYNOR THS	WILLMANTIC	WINDHAM THS	TOTAL CAREER CLUSTER PATHWAYS	
10 Career Clusters	Number of Career Clusters	7	8	5	7	7	8	7	0	9	6	7	7	6	7	7	6	0	7	7	7	125										
30 Career Pathways	Number of Career Pathways	10	13	7	12	13	12	11	0	15	11	14	11	13	13	12	9	0	13	14	9	212										
AGRICULTURE, FOOD AND NATURAL RESOURCES CLUSTER – 2 CAREER PATHWAYS																																
Bioscience and Environmental Technology										✓																					1	
Veterinary Science																	✓														1	
ARCHITECTURE AND CONSTRUCTION CLUSTER – 9 CAREER PATHWAYS																																
Architecture				✓				✓						✓							✓										4	
Building and Civil Construction												✓					✓														2	
Carpentry			✓	✓			✓	✓						✓	✓	✓	✓	✓	✓	✓	✓						✓	✓	✓		15	
Electrical			✓	✓			✓	✓	✓	✓	✓			✓	✓	✓	✓	✓	✓	✓	✓						✓	✓	✓		17	
Heating, Ventilation and Air Conditioning (HVAC)			✓			✓		✓										✓		✓	✓	✓	✓	✓						✓	11	
Landscape Design, Installation and Equipment																							✓								1	
Masonry				✓				✓						✓															✓		4	
Plumbing and Heating				✓			✓	✓	✓	✓	✓			✓					✓			✓	✓	✓	✓				✓		12	
Plumbing, Heating and Cooling																											✓				1	
ARTS, AUDIO/VISUAL TECHNOLOGY AND COMMUNICATIONS CLUSTER – 1 CAREER PATHWAY																																
Digital Media										✓					✓	✓										✓					4	
HEALTH TECHNOLOGY CLUSTER – 2 CAREER PATHWAYS																																
Biotechnology									✓															✓							1	
Health Technology			✓	✓	✓	✓	✓	✓			✓			✓			✓		✓	✓	✓			✓	✓	✓		✓	✓	✓		14
HOSPITALITY AND TOURISM CLUSTER – 2 CAREER PATHWAYS																																
Culinary Arts			✓	✓	✓	✓	✓	✓	✓	✓	✓	✓			✓	✓	✓	✓	✓	✓			✓	✓	✓		✓	✓	✓		17	
Guest Services Management										✓																					1	
HUMAN SERVICES CLUSTER – 1 CAREER PATHWAY																																
Hairdressing and Cosmetology			✓	✓			✓	✓	✓	✓	✓	✓			✓			✓	✓	✓	✓	✓	✓	✓				✓	✓		14	
INFORMATION TECHNOLOGY CLUSTER – 3 CAREER PATHWAYS																																
**Electronics Technology									✓											✓					✓			✓	✓		5	
Graphics Technology				✓			✓					✓			✓					✓				✓				✓			7	
Information Technology			✓	✓						✓	✓			✓	✓	✓	✓	✓	✓	✓	✓	✓	✓		✓			✓	✓		13	
LAW, PUBLIC SAFETY, CORRECTIONS AND SECURITY CLUSTER – 1 CAREER PATHWAY																																
Criminal Justice and Protective Services				✓											✓						✓									✓	4	
MANUFACTURING CLUSTER – 6 CAREER PATHWAYS																																
Aerospace Component Manufacturing Technology															✓																1	
Mechanical Design and Engineering Technology			✓				✓			✓	✓						✓						✓					✓	✓		8	
**Mechatronics																					✓										1	
Precision Machining Technology			✓	✓	✓	✓	✓	✓			✓						✓	✓	✓	✓	✓	✓	✓					✓	✓	✓	14	
Robotics and Automation						✓		✓											✓			✓	✓	✓				✓	✓		8	
Welding and Metal Fabrication						✓				✓							✓														3	
TRANSPORTATION, DISTRIBUTION AND LOGISTICS CLUSTER – 3 CAREER PATHWAYS																																
Automotive Collision Repair and Refinishing							✓	✓	✓					✓				✓		✓		✓						✓	✓		8	
Automotive Technology			✓	✓	✓	✓	✓	✓	✓	✓	✓	✓		✓		✓	✓	✓	✓	✓	✓	✓	✓	✓	✓		✓	✓	✓		18	
Diesel and Heavy-Duty Equipment Repair																		✓			✓										2	

<div>2025-2026</div> <i>Post-Secondary Career Technical Education Programs</i>		ANSONIA O'BRIEN THS	BRIDGEPORT BULLARD-HAVENS THS	BRISTOL BRISTOL TEC	DANBURY ABBOTT THS	DANIELSON ELLIS THS	GROTON GRASSO THS	HAMDEN WHITNEY THS	HARTFORD CT AERO TECH AVIATION	HARTFORD PRINCE THS	MANCHESTER CHENEY THS	MERIDEN WILCOX THS	MIDDLETOWN VINAL THS	MILFORD PLATT THS	NEW BRITAIN GOODWIN THS	NORWICH NORWICH THS	STAMFORD WRIGHT THS	STRATFORD STRATFORD AVIATION	TORRINGTON WOLCOTT THS	WATERBURY KAYNOR THS	WILLIMANTIC WINDHAM THS	TOTAL CAREER CLUSTER/PATHWAYS
5 Career Clusters Number of Career Clusters		0	0	5	0	0	0	0	1	0	0	0	0	0	0	0	0	1	0	0	0	7
8 Career Pathways Number of Career Pathways		0	0	7	0	0	0	0	1	0	0	0	0	0	0	0	0	1	0	0	0	9
ARCHITECTURE AND CONSTRUCTION CLUSTER – 1 CAREER PATHWAY																						
Heating, Ventilation and Air Conditioning (HVAC)				✓																		1
HEALTH TECHNOLOGY CLUSTER – 1 CAREER PATHWAY																						
Health Technology				✓																		1
HOSPITALITY AND TOURISM CLUSTER – 1 CAREER PATHWAY																						
Culinary Arts				✓																		1
MANUFACTURING CLUSTER – 3 CAREER PATHWAYS																						
Precision Machining Technology				✓																		1
Robotics and Automation				✓																		1
Welding and Metal Fabrication				✓																		1
TRANSPORTATION, DISTRIBUTION AND LOGISTICS CLUSTER – 2 CAREER PATHWAYS																						
Automotive Technology				✓																		1
Aviation Maintenance Technician*									✓									✓				2

*CT Aero Tech and Stratford School for Aviation Maintenance are extension campuses of Bristol Technical Education Center

**Electronics Technology and Mechatronics is in the process of being phased out and will end June, 2028. It is being replaced with Robotics and Automation.

**Connecticut Technical Education and Career System
Employer Form**

WBL – Employer Info Form

Student Name	Preferred Email
Parent Name	Preferred Email

Work Site Information (please type or print neatly)		
Work Site Name		
Street Address		
City, State, Zip		
Mentor Name		D.O.B.
Phone Number	Email	
State Date	End Date	Starting Wage

Career Learning Tasks (to be filled out by employer)	Curricular Alignment (to be filled out by Trade Instructor)
1.	
2.	
3.	
4.	
5.	
6.	
7.	
8.	

Trade DH Name	Trade
Phone Number	Email

Note: The Dean of Students at each school facilitates WBL placement paperwork, starting with this form. Employers are responsible for completing this form, signing the WBL paperwork when prompted via Adobe, and providing proof of Workers' Compensation insurance (COI).

Connecticut Technical Education and Career System
Work-based Learning Journal

Student Name:		Mentor Name:	
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To be Completed by Student

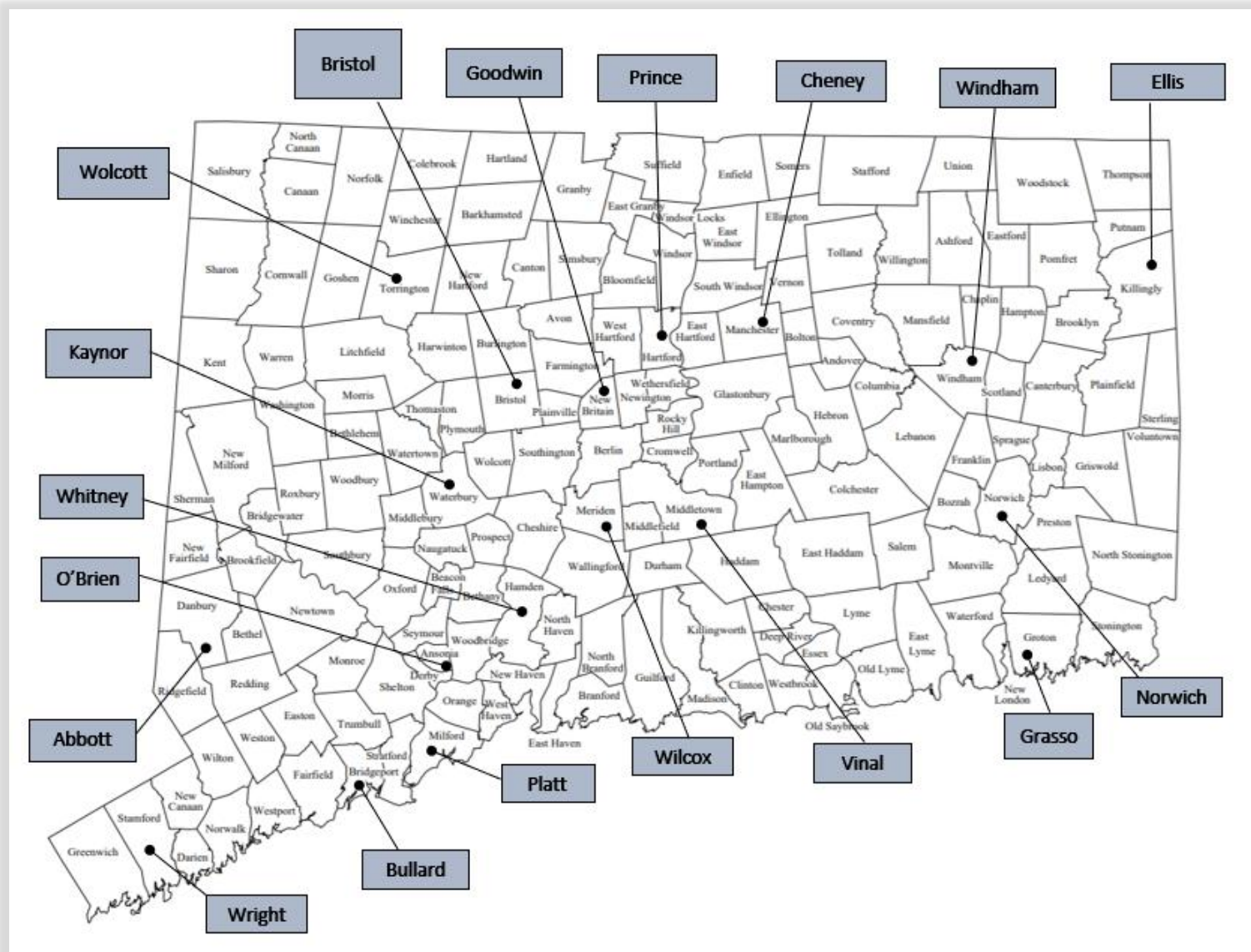
Cycle Log – Students must record the date, time, and description of job tasks for each day worked.		
Date	Time	Description of Job Task

To be Completed by Mentor

Mentor Feedback and Verification – The mentor must review and verify the hours and job tasks above, and provide feedback on the student's performance, which is vital for ensuring alignment to trade program and the growth of the student.							
<i>Please rate the student in the following areas on a scale of Good (3) to Needs Improvement (1)</i>							
Punctuality		Preparedness		Effort		Communication	
Safety		Trade Knowledge		Job Performance		Productivity	
Comments:							
Mentor Signature:						Date:	

Note: The student and mentor must complete this form each cycle. The student is responsible for submitting it to their trade teacher upon completion.

CTECS Locations



Note: These are the 18 CTECS locations that offer Work-based Learning.

School Calendar Example

Prince THS - Calendar 2024-25									
AUGUST-SEPTEMBER (25)(21)					FEBRUARY (18)				
M	T	W	TH	F	M	T	W	TH	F
19	20 NTO	21 NTO	22	23					
26 SPD	27 DPD	28 SPD	29 SFD	30	3	4	5	6	7
2 H	3	4	5	6	10	11	12 H	13	14 ED
9	10	11	12	13	17 H	18	19	20	21
16	17	18	19	20	24	25	26 pd	27	28
23	24	25 SPD	26	27					
30									
OCTOBER (22)(21)					MARCH (20)				
M	T	W	TH	F	M	T	W	TH	F
	1	2	3	4	3	4	5	6	7
7	8	9	10	11	10	11	12	13	14
14 H	15	16	17	18	17	18	19 pd	20	21
21	22	23 SPD	24	25	24	25	26	27	28 Skills
28	29	30	31		31				
NOVEMBER (18)(17)					APRIL (17)				
M	T	W	TH	F	M	T	W	TH	F
				1		1	2	3	4
4	5 DPD	6	7	8	7	8	9	10	11 ED
11 H	12	13	14	15	14 V*	15 V*	16 V*	17 V*	18 H
18	19	20	21	22	21	22	23	24	25
25	26	27 ED	28 H	29 V	28	29	30 pd		
DECEMBER (15)					MAY (21)				
M	T	W	TH	F	M	T	W	TH	F
2	3	4	5	6				1	2
9	10	11	12	13	5	6	7	8	9
16	17	18	19	20 ED	12	13	14	15	16
23 V	24 V	25 H	26 V	27 V	19	20	21	22	23 ED
30 V	31 V				26 H	27	28	29	30
JANUARY (21)					JUNE (11)				
M	T	W	TH	F	M	T	W	TH	F
		1 H	2	3	2	3	4	5	6
6	7	8 pd	9	10	9	10	11	12	13
13	14	15	16	17	16 TLD	17	18	19 H	20 (185)
20 H	21	22	23	24	23	24	25	26	27
27	28 S-2	29	30	31					


CYCLE SCHEDULE (15 Trades)			
A Cycle (9/12- Academics & 10/11- Trade)			
B Cycle (10/11- Academics & 9/12- Trade)			
Exploratory Phase 1- Cycles 2, 4 & 6			
Exploratory Phase 2- Cycle 8			
Cycle	Dates	Days	
1	A	8/29 - 9/9	7
2	B	9/10 - 9/24	11
3	A	9/26 - 10/4	7
4	B	10/7 - 10/21	10
5	A	10/22 - 11/1	8
6	B	11/4 - 11/19	10
7	A	11/20 - 12/3	8
8	B	12/4 - 12/20	13
9	A	1/2 - 1/22	14
10	B	1/23 - 2/4	9
11	A	2/5 - 2/21	11
12	B	2/24 - 3/5	8
13	A	3/6 - 3/24	13
14	B	3/25 - 4/4	8
15	A	4/7 - 4/23	8
16	B	4/24 - 5/6	9
17	A	5/7 - 5/16	8
18	B	5/19 - 5/28	7
19	A	5/29 - 6/6	7
20	B	6/9 - 6/16	6
TOTALS			182

A Cycle Total		91
B Cycle Total		91

REPORTING QUARTERS				
#	Dates	A Cycle	B Cycle	Total
1st	8/29 - 11/6	22	23	45
2nd	11/7 - 1/27	22	24	46
3rd	1/28 - 4/4	24	22	46
4th	4/7 - 6/16	23	22	45
		91	91	182

LEGEND	
New Teacher Orientation (NTO)	
Student's First Day (SFD)	
District Professional Development - Full Day (DPD)	
School Professional Development - Full Day (SPD)	
School Professional Development - Half Day (pd)	
Holiday (H)	
Vacation (V)	
Early Dismissal (ED)	
Early Dismissal (ED)(Give-back Day)	
Semester 2 (S-2)	
Skills USA	
Tentative Last Day (TLD) - Day 182/188	
Half Day - Students / Full Day - Staff	
Original 185th day - June 18	
W - Weather Closure	
E - Emergency Closure	
L - Late Opening	
ED - Early Dismissal	

School Closure Make-Ups - The first five school closures will be added to the end of the year. After the initial five, closures will be made up during the April Vacation, starting at the beginning. Further closure will be made up at the end of the year.



CONNECTICUT TECHNICAL EDUCATION AND CAREER SYSTEM

Rev. 3/19/2024

Note: This sample school calendar includes a Cycle Schedule that illustrates how cycles rotate at CTECS. The Dean of Students will provide the specific school's calendar when discussing WBL placements. As a reminder, students may participate in WBL only during their trade cycle.