

The Michigan Career Placement Association with the support of Michigan Department of Education Office of Career and Technical Education sponsors this Work-Based Learning workshop.

## WORKSHOP DESCRIPTION

Business and industry, educators, and other partners engaged in work-based learning programs that are targeted toward high school age students need a ready source of information regarding the basic provisions of:

- child labor laws
- safety & health
- liability
- work permits
- in-school placements
- work-based learning issues

This one-day workshop will provide an overview of key information and point to additional resources, which are useful when designing structured, well-organized programs at the workplace for students.

## WHO SHOULD ATTEND

Employers, educators, counselors, mentors, work-based learning coordinators, Workforce Development Board Members, Chambers of Commerce, and other persons responsible for youth employment, labor laws, and risk management such as cooperative education coordinators, special education and transition coordinators, placement specialists, and work permit issuing officers.

**STATE BOARD – C.E.U.s AVAILABLE**  
**\$5.00 FEE PAYABLE ON-SITE**  
**MUST BE PRESENT FOR ENTIRE WORKSHOP!**

## LOCATION, DATE & TIME

Monday, November 2, 2009 OR  
Tuesday, November 3, 2009  
8:00 a.m. – 3:30 p.m.  
Lansing Community College  
Michigan Technical Education Center (M-TEC)  
5708 Cornerstone Drive  
Lansing, MI 48917 Phone (517) 483-9300

## REGISTRATION FEES AND CONFIRMATION

Workshop fees include continental breakfast, breaks and lunch. **All handouts will be provided via a flash drive.** Feel free to bring your own laptop to use if you like.

**\$100 – must be received by Friday, October 23, 2009**

Confirmation and driving directions will be sent via email within seven days after receipt of your **paid** registration or **purchase order**. If you have any questions or if **you have not received confirmation** for your registration one week prior to the workshop, please contact JoAnne Baty at (517) 263-8576 or joannebaty@comcast.net.

## REGISTRATION DEADLINE October 23, 2009

**Content presented at this workshop is the responsibility of the presenters and not M.C.P.A.**

*Individuals are responsible for making their own room reservations if they are spending the night in Lansing.*

## FUTURE WORKSHOP DATES

**January 31 – February 2, 2010**  
2010 Michigan Career Education Conference  
Grand Rapids, Michigan  
details to follow

**June 14 – 16, 2010**  
MCPA Annual Conference  
Crystal Mountain – Thompsonville, MI  
Contact: Spike Fuehr  
[fuehr@vl.k12.mi.us](mailto:fuehr@vl.k12.mi.us)

Visit the MCPA Website at:

[www.edzone.net/mcpa/](http://www.edzone.net/mcpa/)

## REGISTRATION APPLICATION

(Pre-registration is required - No on-site registrations will be accepted. **Payment or purchase order must be received before your attendance can be confirmed**)

**LIMITED SEATING! REGISTER EARLY!**

**SELECT DATE:**  Monday, Nov. 2, 2009 or  
 Tuesday, Nov. 3, 2009

NAME \_\_\_\_\_

ORGANIZATION \_\_\_\_\_

ADDRESS \_\_\_\_\_

CITY \_\_\_\_\_

STATE \_\_\_\_\_ ZIP \_\_\_\_\_

PHONE (\_\_\_\_) \_\_\_\_\_

EMAIL: \_\_\_\_\_

SB-CEUs: \_\_\_\_\_ YES \_\_\_\_\_ NO  
**\$5.00 fee payable at registration table (you must stay all day)**

Please check here if you require special accommodations.

## METHOD OF PAYMENT

**ONLY PRE-PAYMENT OR PURCHASE ORDER  
GUARANTEES YOUR REGISTRATION**

School Check: \_\_\_\_\_ Personal Check: \_\_\_\_\_

School/Agency Purchase Order Number: \_\_\_\_\_

**Make Checks Payable to:**  
**MCPA – CONFERENCE PLANNING**  
**SORRY – WE ARE UNABLE TO ACCEPT CREDIT CARDS**

## PLEASE MAIL, EMAIL OR FAX TO:

MCPA - Conference Planning  
c/o JoAnne Baty  
1686 Rivers Edge Ct.  
Adrian, MI 49221  
FAX: 517.263.8576 Email: joannebaty@comcast.net