**LCHS Inter-Related Cooperative Education Pre-Interview Questionnaire**

***Please type, print and submit to Guidance Counselor. Due when wish lists are due.***

**STUDENT NAME:**

Last First Middle

**GUIDANCE COUNSELOR:** **\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ GRADE:**

**CLASS SCHEDULE & SEMESTER GRADES: *(current school year)***

|  |
| --- |
| **1st Semester** |
| **Hour** | **Name of Class** | **Teacher** | **Grade (%)** |
| **1st**  |  |  |  |
| **2nd**  |  |  |  |
| **3rd**  |  |  |  |
| **5th**  |  |  |  |
| **6th**  |  |  |  |
| **7th**  |  |  |  |
| **8th**  |  |  |  |

|  |
| --- |
| **2nd Semester** |
| **Hour** | **Name of Class** | **Teacher** | **Grade (%)** |
| **1st**  |  |  |  |
| **2nd**  |  |  |  |
| **3rd**  |  |  |  |
| **5th**  |  |  |  |
| **6th**  |  |  |  |
| **7th**  |  |  |  |
| **8th**  |  |  |  |

**SCHOOL RECORD: *Answer in complete sentences.***

1. How many days have you been *tardy* this school year? Explain why if tardies have occurred.

2. How many days have you been *absent* this school year? Explain why if absences have occurred.

3. What school organizations do you currently participate in during the school year? Would you like to continue your participation?

4. What personal interests/hobbies do you currently participate in during the school year? Would you like to continue your participation?

**WORK RECORD:**

 **1. List work experience starting with the most current job.**

Business:

Job Title:

Employment Dates: / / \_ TO\_ \_ / /

Means of Transportation:

*Reason for Leaving?*

Business:

Job Title:

Employment Dates: / / \_ TO\_ \_ / /

Means of Transportation:

*Reason for Leaving?*

Business:

Job Title:

Employment Dates: / / \_ TO\_ \_ / /

Means of Transportation:

*Reason for Leaving?*

**PERSONAL RECORD:** ***Answer in complete sentences.***

1. Describe your interest in the Co-op Program.

2. Describe your future career goals in your field of interest.

3. Describe your work ethic in the classroom (*provide personal examples).*

4. Describe your work ethic in the workplace (p*rovide personal examples).*

5. Describe your personal feelings on evaluations in the classroom.

6. Describe your personal feelings on evaluations in the workplace.

**7. Below is a list of the most desirable qualities and skills an employer seeks out in an employee. Identify and explain which qualities/skills below you consider as strengths and weaknesses as an individual.**

|  |  |  |
| --- | --- | --- |
| INITIATIVE (readiness)  | INTEREST IN WORK  | ABILITY TO FOLLOW DIRECTIONS  |
| DEPENDABILITY  | COMMUNICATION ABILITY  | ABILITY TO ACCEPT CRITICISM  |
| APPEARANCE  | TACT (sensitivity)  | INTERPERSONAL RELATIONS  |
| COOPERATIVENESS  | PERSONAL HYGIENE  | LOYALTY  |
| PUNCTUALITY | SINCERITY | HONESTY |

Strengths:

Weaknesses:

8. Identify reasons why you feel you are a good candidate for the LCHS Co-op program.