GUIDE TO PREPARING THE APPLE JOB PLAN (OBJECTIVES)

The Career Center (TCC)

APPLE (Applied Learning Experience) Program

PART 2
(This form may be downloaded from www.csuniv.edu/careers)

As an aid to progress during the APPLE, CSU participants are required to submit an APPLE Project Plan to the TCC director prior to the first day on the job. Each participant and the job site supervisor should prepare a brief outline of the Job Plan.

The APPLE Job Plan should generally be typed below. You may attach an additional single typed page if needed. It should contain an explicit statement of your basic overall goal and objective of this APPLE position, a list of each duty and specific aims (the manner in which you are expected to accomplish them), and an outline of new skills that will be developed, and methods that will be used and developed.

INCLUDE THE FOLLOWING:

SEMESTER: _________________________

CSU Student’s Name __________________________ ID __________________________

CSU Student’s Expected Graduation Date: ______________________________________

APPLE Business Name: ______________________________________________________

APPLE Supervisor’s Name (please print): _________________________________

APPLE Supervisor’s Signature _____________________________________________

STATE OBJECTIVES BELOW FOR THIS POSITION. STATE WHAT YOU WOULD LIKE TO LEARN FROM THIS POSITION. YOU MAY USE AN ADDITIONAL SHEET IF NEEDED. Return this document to the Director, The Career Center. (This form may be downloaded from www.csuniv.edu/careers)

Integrating Faith in Learning, Leading and Serving
THE APPLE JOB PLAN (OBJECTIVES)

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Present your Job Objectives to your APPLE Site Interviewer in order to clarify expectations. After your interview, it may be necessary to update your objectives. If this is necessary, you must submit the changes to the director of TCC.

Student’s Name: ___________________________ Semester: ___________________________ ID# __________

Name of APPLE Job Site: ___________________________

APPLE Job Title: ___________________________

OBJECTIVE 1: ____________________________________________________________

________________________________________________________________________

OBJECTIVE 2: ____________________________________________________________

________________________________________________________________________

OBJECTIVE 3: ____________________________________________________________

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OBJECTIVE 4: ____________________________________________________________

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OBJECTIVE 5: ____________________________________________________________

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OBJECTIVE 6: ____________________________________________________________

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