



STUDENT APPLICATION FORM

Business SHSM

Please complete all sections of the application form and attach all required documentation before submitting it for consideration. **RETURN TO MR. DAMASO**

Student Information:

Name: _____ Date of Birth: _____

Home Address: _____ Mississauga, _____

Parent / Guardian Information:

Name: _____ Mississauga, _____

Address: (if different from above) _____

Home Phone: () _____ - _____ Work Phone: () _____ - _____

Cell Phone: () _____ - _____ E-Mail: _____

Post-Secondary Plans?

Workplace Career/Job Options	
Apprenticeship Skilled Trade	
College Name & Program (Choice #1)	
College Name & Program (Choice #2)	
University Name & Program (Choice #1)	
University Name & Program (Choice #2)	

Approval:

I hereby agree to the participation of the above-named student in the Business SHSM program at John Cabot Catholic Secondary School. I have reviewed the SHSM Application Checklist and am aware of all program requirements.

Student Signature: _____ Date: _____

Parent Signature: _____ Date: _____

Required Components

1. A bundle of nine (9) Grade 11 and Grade 12 credits

- Four (4) business major credits that provide sector-specific knowledge and skills
- Three (3) other required credits from the Ontario curriculum, in English and Mathematics, in which some expectations are met through learning activities contextualised to the business sector
- Two (2) cooperative education credits that provide authentic learning experiences in a workplace setting, enabling students to refine, extend, apply and practice sector-specific knowledge and skills.



JOHN CABOT CATHOLIC SECONDARY

BUSINESS

SPECIALIST HIGH SKILLS MAJOR PROGRAM

	UNIVERSITY		COLLEGE		APPRENTICESHIP/TRAINING		WORKPLACE	
	Grade 11	Grade 12	Grade 11	Grade 12	Grade 11	Grade 12	Grade 11	Grade 12
MAJOR SUBJECTS (4 credits)	BAF 3M Accounting Fundamentals CIE 3M Economics CLU 3M Canadian Law	BAT 4M Accounting Principals BOH 4M Leadership BBB 4M International Business CIA 4U Economics IDC 4U Personal Finance	BDI 3C Entrepreneurship BAF 3M Accounting Fundamentals CIE 3M Economics CLU 3M Canadian Law BMI 3C Marketing	BBB 4M International Business BAT 4M Accounting Principals BOH 4M Leadership	BDI 3C Entrepreneurship BTA 3O The Digital Environment CIE 3M Economics CLU 3M Canadian Law BMI 3C Marketing	BBB 4M International Business BOH 4M Leadership	BDI 3C Entrepreneurship BTA 3O The Digital Environment BMI 3C Marketing	BBB 4M International Business BOH 4M Leadership
ENGLISH (2 credit)	ENG 3U	ENG 4U	ENG 3C	ENG 4C	ENG 3E ENG 3C	ENG 4E ENG 4C	ENG 3E	ENG 4E
MATH (2 credit)	MCR 3U MCF 3M	MDM 4U MCV 4U MHF 4U	MBF 3C MCF 3M	MAP 4C	MBF 3C MCF 3M MEL 3E	MAP 4C	MEL 3E	MEL 4E
CO-OP (2 credit)	Minimum of 2 credits at a Co-Operative Education Placement in the Business sector							

As of April 24, 2024

2. Six (6) sector-recognized certifications and/or training courses/programs

The SHSM in business requires students to complete six (6) sector-recognized certifications and/or training programs and include:

- Cardiopulmonary Resuscitation (CPR) – Level A
- customer service
- generic instruction about the Workplace Hazardous Materials Information System (WHMIS)
- Standard First Aid
- counterfeit detection
- basic health and safety

3. Experiential learning and career exploration activities may include:

- Experiential learning and career exploration relevant to the business sector might include:
- One-on-one observation of a cooperative education student at a business sector placement (example of job twinning)
- A day-long observation of a business person (example of job-shadowing)
- A one- or two-week work experience with a member of a business association or a professional in the sector (example of work experience)
- Attendance at a retail show/conference
- Participation in a local, provincial, or national business competition

4. Reach ahead experiences

Students are provided with one or more reach ahead experiences/opportunities to take the next steps along their chosen pathway, examples may include:

- Apprenticeship: visiting an approved apprenticeship delivery agent in the sector
- College: interviewing a college student enrolled in a sector-specific program
- University: observing a university class in a sector-related program
- Workplace: interviewing an employee in the sector.

5. Essential Skills and work habits and the Ontario Skills Passport (OSP)

Students will develop Essential Skills and work habits required in the sector and document them using the OSP, a component of the SHSM.

Why are you interested in the SHSM program in Business? (Feel free to use experiences from the following areas; courses, co-curricular activities, interests etc.)

[illegible]

Business SHSM Application Checklist

Student Name: _____

Please ensure that all items below are complete before submitting your application:

- ☐ SHSM application completed with all signatures except for Business teacher. This will be completed after application is reviewed
- ☐ SHSM Course Chart for Grade 11 and Grade 12 reviewed and understood
- ☐ I have checked my credit-counselling summary with my guidance counsellor and I will meet all OSSD requirements by the end of Grade 12. I understand that I cannot pursue any further SHSM requirements once OSSD requirements have been met
- ☐ I understand that I will not receive the SHSM designation on my diploma if I do not meet ALL of the SHSM requirements
- ☐ I understand that I must complete at least 2 credits of Co-op in Grade 11 or Grade 12
- ☐ I have consulted with my guidance counsellor and/or SHSM teachers where necessary
- ☐ I have completed the written portion of my application
- ☐ Any required documentation has been attached to my application
- ☐ I have attached a copy of my current timetable

Student Signature: _____ Date: _____

Parent Signature: _____ Date: _____