

Student Checklist (Skilled Trades)

Congratulations on choosing to pursue a High Skills Major Certificate in Skilled Trades!

This is a checklist to help you track your progress throughout high school, as you engage in career exploration and community-based learning. Before you graduate, this checklist needs to be reviewed by your school designate to earn your certificate.



Focused Course Selection

a) Core Learning

1 credit:

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List of available courses:

CREDIT	COURSE NAME
1.0	Construction Technology 10
1.0	Family Studies 10 Choose 2 half credits: • Food for Healthy Living 10 • Food Preparation and Service 10 • Food in Society 10 • Food Technology 10
1.0	Service Trades 10
1.0	Skilled Trades 10

b) Co-operative Education

1 credit:

☐

List of available courses:

CREDIT	COURSE NAME
1.0	Co-operative Education 11* / Éducation coopérative 11*
1.0	Co-operative Education 12* / Éducation coopérative 12*
1.0	Skilled Trades Co-operative Education 12

*available through the [Nova Scotia Virtual School](#)

Courses are listed in the language(s) they are offered.

The same course cannot be used in multiple categories (Core Learning, Co-operative Education, and Supplementary Learning).

Co-operative Education courses should be in a Skilled Trades environment.

c) Supplementary Learning

2 credits:

☐

List of available courses:

CREDIT	COURSE NAME
1.0	Construction Technology 12
1.0	Construction Trades 11
1.0	Co-operative Education Choose 1 credit: • Co-operative Education 11* / Éducation coopérative 11* • Co-operative Education 12* / Éducation coopérative 12* • Skilled Trades Co-operative Education 12
1.0	Culinary Trades 11
1.0	Electrotechnologies 11
1.0	Energy, Power, and Transportation 11
1.0	Entrepreneurship/Business Choose 1 credit: • Entrepreneurship 12* / Entrepreneuriat 12 • Indigenous Entrepreneurship 11 • Indigenous Entrepreneurship 12 • Business Management 12
1.0	Food Studies and Hospitality 12
1.0	Manufacturing Trades 11
1.0	Production Technology 11
1.0	Production Technology 12
1.0	Tourism 11* / Tourism 12
1.0	Transportation Trades 11



Community-Based Learning

a) At least 2 community-based experiences

In addition to Co-operative Education (in Focused Course Selection), participate in at least 2 community-based learning experiences, that combine to total at least 4 hours. Experiences should be documented below, with supplementary text and/or photos uploaded to your student portfolio on [myBlueprint](#). Any additional experiences (not listed below) can be uploaded to your student portfolio on [myBlueprint](#) to showcase for future employers or post-secondary institutions.

Examples may include (but are not limited to):

- participation in a volunteer, community, or service-learning project related to skilled trades
- working with an Elder, community mentor, or knowledge holder
- attendance at a career fair, conference, or workshop
- participation in a local, provincial, or national competition (e.g., Skills Canada–Nova Scotia)

Description

1

☐ Uploaded to myBlueprint

Date(s) of experience

Name of supervisor/teacher

Description

2

☐ Uploaded to myBlueprint

Date(s) of experience

Name of supervisor/teacher

Description

3

☐ Uploaded to myBlueprint

Date(s) of experience

Name of supervisor/teacher

Description

4

☐ Uploaded to myBlueprint

Date(s) of experience

Name of supervisor/teacher



Training & Certification

Complete a minimum of 6 training opportunities or certifications related to Skilled Trades. There are 4 required certifications, and at least 2 additional certifications. Any additional training opportunities can be uploaded to your student portfolio on [myBlueprint](#) to showcase for future employers or post-secondary institutions.

a) 4 required certifications

TRAINING OPPORTUNITIES OR CERTIFICATIONS	DATE OF COMPLETION	UPLOADED TO MYBLUEPRINT
Workplace Hazardous Materials Information System (WHMIS)		<input type="checkbox"/>
Occupational Health and Safety (e.g. Safe@MyJob)		<input type="checkbox"/>
Safe Spaces Make Great Workplaces (Nova Scotia Human Rights Commission)		<input type="checkbox"/>
Working with Abilities (Nova Scotia Human Rights Commission)		<input type="checkbox"/>

b) At least 2 additional certifications

Examples may include (but are not limited to):

- Building Futures for Youth Safety Training
- Emergency First Aid and CPR
- Fall Protection
- Food Handlers
- NS Best Service Excellence Training
- [WCB & Me](#) (Workers Compensation Board Training)
- Scaffolding Awareness
- [Serve it Up! Safety Training](#)
- [TestDrive Safety Training](#)

TRAINING OPPORTUNITIES OR CERTIFICATIONS	DATE OF COMPLETION	UPLOADED TO MYBLUEPRINT
		<input type="checkbox"/>
		<input type="checkbox"/>
		<input type="checkbox"/>
		<input type="checkbox"/>



Portfolio

a) myBlueprint

Your student portfolio on [myBlueprint](#) must demonstrate that you have met the qualifications for High Skills Major in Skilled Trades. Add to your portfolio throughout high school. Once complete, it needs to be reviewed by your school designate.

☐ I have completed my portfolio | Date of review _____ | Reviewed by _____