

**What:** **Girls in Tech at Instrument Career Day** **Date:** **Wednesday, December 11, 2019**

**Check-in time:** **2:30 pm** **Start/End time:** **2:45 – 5:30 pm**

**Meeting location:** **Instrument – 3529 N Williams Ave. Portland, OR**

**Registration closes:** **When filled. Seats fill fast!** Send a registration form and await confirmation

**Transportation:** Students are responsible for their own transportation.  
**Parkrose:** *We will try to provide transportation to a MAX station when possible; check with your College & Career Center. Tri-Met passes are always available in the Main Office.*

**What to wear:** **Dress nicely.** Business casual attire is great – use your best judgement. No shorts, sweat pants, crop tops, hats, t-shirts with objectionable logos/graphics or gum.

**Absences:** Students are responsible for arranging with teachers to make up work for excused absences.  
**Parkrose:** *If classroom activity is not available for makeup, an alternate assignment will be arranged with teacher. Students have the day missed plus one day to complete make-up work.*

**For more information:** Visit [www.portlandworkforcealliance.org/events](http://www.portlandworkforcealliance.org/events) for more information.  
**Students** should direct questions to the College & Career Center.  
**School Contacts** should direct questions to PWA staff ([career@portlandworkforcealliance.org](mailto:career@portlandworkforcealliance.org))

**By signing below the student and parent/guardian acknowledge the following:**

- The student will attend and participate fully in activities and the entire program.
- The student will not be allowed to leave the premises or leave early; attendance will be taken periodically.
- The student agrees to conduct him/herself appropriately as representatives of his/her school.
- The student agrees to show respect for PWA and event staff, school personnel, and other students.
- The student will dress appropriately for the event. (See “What to wear” above.)
- The parent/guardian gives permission for the student’s picture or video to be taken at the event and for those photos or recordings to be used for promotional and educational purposes.
- The parent/guardian permits the student’s name to be on participant roster distributed to school contacts.
- Portland Workforce Alliance and other involved companies and school districts (named above) have no liability for this activity. Each participant is responsible for his/her own safety and agrees not to look to PWA or other involved parties with regard to liability for any claims related to participation in activities at the event.
- The student will abide by employer non-disclosure policies, such as restrictions on taking photographs or sharing any proprietary information.

STUDENT	
Student Name (Print):	School:
Grade: <input type="checkbox"/> 9 <input type="checkbox"/> 10 <input type="checkbox"/> 11 <input type="checkbox"/> 12	Best way to reach you: <input type="checkbox"/> Cell phone <input type="checkbox"/> Email
Cell phone:	Email (Print clearly):
Student signature:	Date:
PARENT/GUARDIAN PERMISSION	
Parent/Guardian Name (Print):	Day phone:
Parent/Guardian signature:	Date:
SCHOOL CONTACT ENDORSEMENT	
School Contact Name (Print):	School job title:
Day phone:	Email (Print clearly):
School contact signature:	Date:

**PARKROSE | TURN IN COMPLETED FORM TO COLLEGE & CAREER CENTER**  
**ALL OTHERS: EMAIL COMPLETED FORM (VIA SCAN OR PHOTO) TO [career@portlandworkforcealliance.org](mailto:career@portlandworkforcealliance.org)**