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|  | **Developing** ***15 - 19 pts*** | **Proficient** ***20 – 25 pts*** |  | **COMMENTS:** |
| **1. Correct Location**  Place information in correct location on the application. | Behavior must be modeled so student can complete the task. | Student needs little to no prompting to complete task. | \_\_\_\_\_\_ / 25 |  |
| **2. Writes** **/ Types** Writing is legible and information is written / typed on the line in the appropriate boxes. | Behavior must be modeled so student can complete the task. | Student needs little to no prompting to complete task. | \_\_\_\_\_\_ / 25 |  |
| **3. Knows Information**  Student knows his personal demographics (name, address, zip code, etc.) | Behavior must be modeled so student can complete the task. | Student needs little to no prompting to complete task. | \_\_\_\_\_\_ / 25 |  |
| **4. Mechanics**  Student proofreads and corrects his/her work for errors in mechanics before turning it in. | 3-4 capitalization, spelling, grammar, and/or punctuation errors are present. | No more than 2 capitalization, spelling, grammar, or punctuation errors are present. | \_\_\_\_\_\_ / 25 |  |

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| Filling Out a Job Application  Derived from rubric: [(Formal Exercise) Student Rides Bike Around Track](http://www.rcampus.com/rubricshowc.cfm?sp=yes&code=A9X62X&) |
| When given support in the classroom, by the end of the 2015 to 2016 school year, all sophomores will **independently** fill out a job application form with 90% accuracy. |