



# PATH to CAREERS

Use this handout as a guide to brainstorm what information to highlight on your school profile. For questions or assistance, please email [pathtocareers@cpwdc.org](mailto:pathtocareers@cpwdc.org) or call (570)568-6868.

## School Registration Information

Registration on [www.pathtocareers.org](http://www.pathtocareers.org) is simple! You'll be prompted to enter the following information.

**1. School Name, Address, County, and Website**

**2. School Type** (Options include the following.)

- High School
- CTE/CTC
- Middle School/Junior High
- Charter School
- Intermediate Unit
- Non-Public/Private
- Other Program

**3. School Description/Mission**

Provide narrative to highlight any information you want businesses, students, and parents to know about your school. For example, you might want to share exciting initiatives, your mission/vision, and how you are preparing students for bright futures.

**4. Requirements for Career Experiences at Your School**

Briefly describe the career experiences your school requires your students to complete. Be specific if you have detailed requirements that involve number of experiences, certain types or a minimum number of hours, etc. so that businesses have this information available as they think about the experiences they are able to offer.

**5. Logo** (.PNG or .JPEG file under 1 mb preferred)

**6. Images and Photos** (.PNG or .JPEG files; under 1 mb preferred. Optional but highly recommended.)

**7. Video Links** (YouTube links. Optional but recommended.)

**8. Contact Information for your Selected Staff who will Initiate and Maintain**

**Communication with Businesses to Request and Schedule Experiences** (Only visible to registered business staff.)

- Name
- Phone Number
- Email
- Job Title

