

MEMORANDUM

TO: District Superintendents
District Administrators
Career and Technical Education Administrators
School Counseling and Career Guidance Personnel

FROM: Joshua Black
Director, Office of Career Readiness

DATE: September 22, 2026

RE: 2026-27 SC Work-Based Learning Implementation Guide

The [2026-27 SC Work-Based Learning Implementation Guide](#) is now available. This guide supports districts and schools in implementing and accurately reporting work-based learning (WBL) to provide students with high-quality, employer-engaged learning opportunities.

For detailed WBL data entry and reporting guidance, see the **Student Information System (SIS) Data Entry Manual**, which defines fields, response categories, and reporting expectations. WBL-specific guidance begins on page 163: [Student Information System \(SIS\) Data Entry Manual](#).

PowerSchool Reporting Instructions

Use the **red box** at the top of the **Work-Based Learning** page in PowerSchool only to report a Work-Based Learning Career Ready Qualifier, when applicable. Enter all other work-based learning experiences, including additional internships and WBL placements, in the WBL experience fields below the red box.

PowerSchool now aligns the **Work-Based Learning** page with South Carolina's modernized Career Cluster Framework.

Please direct questions about the WBL Implementation Guide to Kama Staton at kstaton@ed.sc.gov.