



## School Assist Updates & Requests - Fall 2024

As we prepare for the fall semester, it's time to get your School Assist (formerly School Connect) account ready! Setting your page up early helps us to get the word out to shops and dealerships before you return to school, so they are ready to help when you need them.

### About You:

Contact information will not be shared. It will only be used for questions or follow up by us.

<b>Your Name</b>		<b>School Name</b>	
<b>Email Address</b>		<b>Phone Number</b>	
<b>Return to School Date</b>		<b>Want a Planning Call?</b> (Please give two time options.)	

### Fall Semester Program Update:

Program updates can encourage local shops to follow your school on School Assist so they can more readily receive information about your needs. Pictures always help, so if you have any pictures of your shop, students, or events, please send them with this form.

### Account Users and Other Trades:

School Assist accounts are always free for school users, so it's best to be sure the right people at your school have access. Please include the people who will be responsible for responding to inquiries from shops.

	<b>Instructor Name(s)</b>	<b>Email(s)</b>
<b>Additional users for your existing School Assist account</b>		
<b>New accounts for different trades at your school</b>		

## How Can Shops and Dealerships Best Support Your Program?

<b>Participation Needs</b>	
<b>Advisory Committee Members</b> <i>Who you are looking for to join your committee, what it entails, when the meetings are, etc.</i>	
<b>Events (Career Fairs, Mock Interviews, Industry Nights, Fundraisers)</b> <i>Please list dates if available and directions/contact person to register. If you have a form or link for registration, please send it with this form.</i>	
<b>Classroom Participation (Hybrid or EV Presentation, ASE Certification Preparation)</b> <i>Please list specific topics or timing limitations.</i>	
<b>Guest Speakers</b> <i>Please list specific topics or timing limitations.</i>	
<b>Donation Needs</b>	
<b>Consumables (i.e., shop towels, brake cleaner, protective equipment, etc.)</b> <i>Please be specific about what is needed and quantity, if possible.</i>	
<b>Tools &amp; Equipment (New or used)</b> <i>Please be specific about what is needed and quantity, if possible.</i>	
<b>Parts &amp; Vehicles</b> <i>Please be specific about your needs. Particular models or types? How recent? Running, not running. Do you have use for failed engines or parts for classroom diagnosis?</i>	
<b>Career Exploration &amp; Education Assistance</b>	
<b>Shop Tours</b> <i>Include the number of students for each tour and limitations in terms of timing or distance.</i>	
<b>Job Shadowing</b> <i>Provide any details on the process/needs for sending students to shadow experienced technicians in their workplace.</i>	
<b>Content or Manufacturer Resources</b> <i>Are there training materials or resources that your program is missing that a dealership or shop might have?</i>	
<b>Scholarships (Tool Grants, Trade School, Competitions)</b> <i>Please provide a brief description of what you are looking for.</i>	
<b>Other</b> <i>What else could improve your program? List it here!</i>	

### Shops You'd Like to Connect With:

We have much more success in getting shops actively participating when they know you are interested in them. Please help us to help you by giving us the top five shops you'd like to engage with this semester.

Shop/Dealer Name	Contact Name (If possible)	Contact Phone or Email (If possible)

### Connections You've Already Made:

It helps us tremendously when we know about your successes. Please tell us about any connections you made with shops on School Assist so far. If you have pictures from an event or donation, please include it with this form.

Shop/Dealer Name	Contribution

### Next Steps:

Save this form and send it to [lisa@wrenchway.com](mailto:lisa@wrenchway.com) along with any questions you may have. You'll get a confirmation message when your requests and updates are uploaded to School Assist. If you have added users or an additional trade account, all users will receive a welcome message and instructions shortly.