INTERNSHIP GUIDELINES

STEP 1: Complete Pre – Approval Form & Work Permit

STEP 2: Complete Internship (minimum of 60 hours)

STEP3: Turn in completed student reflection & employer evaluation

Requirements:

* Pre-approval form must be signed by Spencer Barr. Needs to be a safe and appropriate environment for a teenager (i.e. can't work at a brewery, bar, marijuana dispensary, etc.)
* Minimum of 60 hours must be completed at location to receive credit.
* Must have a work permit as part of the internship paperwork.
* Site of the internship must be an actual business.
* Students cannot be paid for their internship to count for high school graduation.
* After the internship is complete, a student reflection and employer evaluation must be turned in to the College & Career Center to have the hours count.