

Office Use Only:

Application: _____ Resume: _____
Teacher Recs: _____ Report Card: _____
Transcript: _____ Essays: _____

Baltimore County Public Schools Internship Application

Date: _____ Current Homeroom Teacher: _____ Present Grade: _____

Personal Information:

Name: _____ Date of Birth: _____

Last First M.I. Age: _____

Address: _____ City: _____ State: _____ Zip: _____

Phone No.: () _____ Student Cell Phone: _____

Student E-mail: _____ Parent E-mail: _____

Parent(s)/Guardian(s)

Father/Male Guardian: _____ Employer: _____

First Last Work/Cell Phone: _____

Email: _____

Mother/Female Guardian: _____ Employer: _____

First Last Work/Cell Phone: _____

Email: _____

How do you plan to get to an internship site? _____

Internship Information:

What are your career goals? _____

Specific occupation in which you would like work experience: _____

Do you have a prospective internship site? _____

Company: _____ Mentor: _____

Position: _____ Phone #: _____

Related experiences relevant to the internship:

Please sign below to signify the student's request and the parent's/guardian's approval to apply for the Internship program.

Student Signature

Date

Parent/Guardian Signature

Date

Teachers to whom you have given your recommendation forms: (1) _____

(2) _____ (3) _____

The Board of Education of Baltimore County does not discriminate on the basis of race, color, gender, religion, age, sexual orientation, national or ethnic origin, disability, veteran status, or any other characteristic in its educational programs, services, or employment as provided in Title IX, of the Education Amendments of 1972, the Rehabilitation Act of 1973 (Section 504) and its implementing regulation at 34 C.F.R. and Titles VI and VII, of the Civil Rights Acts of 1964 and 1991.

Essays

Respond in essay format to the following (use another sheet if necessary):

1. Explain how an internship would enhance your career goal.

2. What strengths will you bring to an internship?

Internship Program Teacher Recommendation Form

Student: _____ Grade Level: _____
 Teacher: _____ Subject: _____

The student named above is applying for the Internship Program, a combination seminar-work experience course. Interns should possess a solid academic background with at least a “B” average, have excellent attendance, and be interested in pursuing a professional career after graduation. To be successful, interns must be focused, talented, hard-working, and committed to the difficult task of balancing their academic classwork, the demands of the afternoon work experience at their internship sites, as well as other family and personal responsibilities.

Please take a few minutes to evaluate the candidate by completing the checklist below. If you have questions regarding the program, please see the program coordinator. **Please return this sheet to the coordinator ASAP.** The applicant cannot be considered until all parts of the application process—including teacher recommendations—are completed. **Please return this evaluation to the coordinator directly, NOT to the student. All recommendations remain strictly confidential. Thank you.**

	Below Average	Average	Above Average	Excellent	N/A
Motivation					
Ability to Complete Assigned Tasks					
Initiative					
Self-confidence					
Leadership/Influence					
Responsibility					
Personal Integrity					
Emotional Maturity					
Reaction to Setbacks					
Respect by Faculty					
Respect by Peers					
Respect for Others					
Intellectual Curiosity					
Ability to Work Independently					
Ability to Accept Criticism					

If you would like to explain any of the ratings above, please feel free to use the back of this sheet.

_____ I recommend the above-mentioned student for the internship program.

_____ I do NOT recommend the above-mentioned student for the internship program.

Teacher Signature

Date

