



## CHS Student Intern (VPS) Application 2019-2020 School Year

Student Intern (VPS) is a semester course for volunteer service hours available to seniors only at Creekside High School. Students who complete a student internship at Creekside for both semesters can earn 75 volunteer hours. Student interns help in the front office, media center, copy room, guidance department, deans' offices, and tutors.

Application Deadline: March 29<sup>th</sup>, 2019.

NAME: \_\_\_\_\_  
(Please print legibly)

STUDENT ID # \_\_\_\_\_

Drop Course if accepted \_\_\_\_\_

Student Involvement:

Please list any clubs/school organizations/community organizations and offices/positions held during your high school years.

CLUB/ORGANIZATION/SPORT	GRADES OF PARTICIPATION <i>(circle all that apply)</i>	POSITION/OFFICE
	9    10    11    12	
	9    10    11    12	
	9    10    11    12	
	9    10    11    12	
	9    10    11    12	
	9    10    11    12	
	9    10    11    12	

**FOR OFFICE USE ONLY:**

Verified GPA : \_\_\_\_\_ Initials \_\_\_\_\_

Unexcused Absences in 2018-19 \_\_\_\_\_

Discipline Record: Approved \_\_\_\_\_ Not Approved \_\_\_\_\_

If you are accepted into the CHS Student Intern VPS Program, where do you see yourself being most helpful? What skills/talents/interests make that location most suitable?

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List your top three locations for assignment in the CHS Student Intern program (specify Guidance, Copy Room, Dean's Office, Media Center, or tutor).

1. \_\_\_\_\_

2. \_\_\_\_\_

3. \_\_\_\_\_

All CHS Student Interns must follow the guidelines set forth in the Creekside expectations. These include:

### EXPECTATIONS

Interns must:

- **Be on time.** Being an intern is not an excuse to be late to internship or the following class.
- **Do work.** Please do assigned tasks.
- **Be professional.** Understand that any information with personal information or grades is confidential. While CHS Student Interns may be in office areas, they may not be working with any confidential information.

### GRADING

- Students will receive 37.5 community service hours per semester. All community service hours will be entered no later than one week upon semester conclusion.
- Students will not earn any credit or grade for the course.
- However, upon completion of the school year, a student may trade in 75 community service hours for a 0.5 credit if needed.

### DISMISSAL

- Students will be dismissed from the course (forfeiting their service hours) and placed into an elective course for one or more of the following reasons
  - o 5 or more unexcused absences (per year)
  - o Failing 1 or more core senior classes 1<sup>st</sup> semester (i.e.: Government, Econ, English 4)
  - o Discipline issues
  - o Failure to complete assigned intern duties
  - o Violation of student information or abuse of intern privileges

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*Student signature here indicates he/she understands the expectations for the program.*

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*Parent signature here indicates he/she understands the expectations for the program*