

Northwood High School Internship Student Requirements

The Internship Program at Northwood High School offers a unique opportunity for students to pursue a career path, to gain first-hand work experience, and to determine a career interest before graduation. The intern chooses the career cluster of their interest and works with the Internship Coordinator to find the most appropriate job site.

1. Must attend and participate in a weekly seminar each Monday.
 - a. No personal activities should be scheduled during Monday seminar
 - i. including Driver's Education and doctor's appointments.
2. Submit a weekly journal, reflection, and time sheet.
3. Maintain a 3.0 or above grade average.
4. Complete a student work permit.
5. Must complete 75 recorded work hours for each .5 course credit
 - a. 3 internship periods = 225 hours per semester in order to pass
 - b. 2 internship periods = 150 hours per semester in order to pass
6. Arrange your own transportation
 - a. All students must have their own transportation by September 2008
 - b. Students must sign out and leave school within 5 minutes after their last period.
7. Create a resume and cover letter.
8. Must complete a project at the end of each semester.
9. Exhibit a professional work ethic.