

TROJAN INTERNSHIP REQUEST (Trojan UELP Application)
2022-2023

Name: _____ Grade: _____

Internship Site: _____

Site Mentor: _____ Contact Number for Mentor: _____

Reason for Request (What knowledge and Skills You Hope to Gain):

*I have reviewed the attached list of steps with my parents and site mentor. I understand that all transportation must be provided by me or my parents. I understand that successful completion of 60 hours within one school year will result in a P/F grade and .5 credits on my transcript. I also understand that *unsuccessful* completion of this commitment will result in a "W" on my final transcript with no credit awarded.

*I understand that there are inherent risks in all activities and agree to participate in this program at my own risk and will not hold the Town, BOE or internship site liable for any injuries or damages I may incur or cause.

Student Signature: _____

*I have adequate medical and home owner's insurance to cover my child during the internship experience and agree to hold the Town, BOE and internship site harmless for any injuries or damages that may occur as the result of my child's participation in the program.

Parent Signature: _____

*I believe that this student has the behavioral and academic integrity to represent Simsbury High School on a job site:

School Counselor Signature: _____

Assistant Principal Signature: _____

Student Steps for Internship Program (In the Following Order):

- Find appropriate work site and transportation
- Complete the Application for Trojan UELP Internship and drop form in School Counseling Office
- Make appointment with Amanda Tornaquindici, School Internship Coordinator, by emailing
atornaquindici@simsburyschools.net
- Complete Safety Training with School Coordinator
- Complete UELP Paperwork given by Internship Coordinator
- Keep up to date log of completed hours
- Meet with Internship Coordinator at 30 hour mark and 60 hour mark of Internship. Internship Log

Date	Hours Worked	Student Initial	Site Mentor Initial
Total Hours:			