

# BRADEN RIVER HIGH SCHOOL

## Application for Executive Internship

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Name (Last, First and Middle Initial)

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Grade

The Executive Internship program at Braden River High School is a curricular activity that requires a high degree of responsibility. Junior and Seniors, who are interested in exploring careers in the service industry: where a large amount of contact with the public, collaboration with colleagues, and ability to build relationships and manage conflict are required, are encouraged to apply. If selected, a student will be assigned to work in multiple areas on campus including the Front Desk, Student Services, Attendance Office, Clinic, Media Center, and Technology Office.

Students who are interested in participating in the Executive Internship program **must** have a strong academic history (2.75 unweighted GPA or higher), no major discipline referrals, excellent attendance history, and a trustworthy reputation. Anyone participating in this program is a role model to other students and is expected to demonstrate exemplary character and behavior at all times. Any student who receives a referral resulting in suspension may be removed from this course and receive a grade of “F” for the quarter. Students are also expected to abide by the following expectations:

1. Follow all directions.
2. Arrive on time and sign-in at the beginning of the period
3. Be courteous.
4. Don't interrupt classes.
5. No personal business (i.e. homework, using your cell phone)
6. Keep all information confidential
7. Attend school every day, unless missing school due to illness or excused absence.
8. Abide by all policies in Manatee County Public Schools Code of Student Conduct.

### **Physical Requirements/Environmental Conditions:**

1. Requires prolonged sitting, walking and /or standing
2. Requires occasional physical exertion to manually move, lift, carry, pull, or push heavy objects or materials.
3. Requires occasional stooping, bending, and reaching.
4. Must work in noisy and crowded environments.

Your signature below indicates that you have reviewed this application and understand the rules and expectations of the Executive Internship course.

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Student Signature

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Date