

Application Procedure:

- Priority applications are due by **February 7th**. Applications will be continued to be received and reviewed based upon enrollment for non-priority .
- Applicant must complete a shadow visit for program of interest (1st choice on the application). Applicant can visit other Project SEARCH sites for shadow visits if uncertain of 1st choice.
- Once all shadow visits have been completed by priority applicants a provisional acceptance letter will be mailed. This will be around early-March.
- Final placement into the program will be completed at the IEP program based upon the student's needs and determining the Least Restrictive Environment. The IEP participants must include the PS instructor, Business Host representative(s), OOD counselor, school representatives and other members of the student's IEP team.
- The program enrollment limit is twelve candidates for each program. When more applicants applied than openings, a lottery system will be used. Programs may be put on hiatus if the enrollment for a program is less than eight students.
- Open enrollment applicants will be considered after June 1st.

Acceptance Procedure:

- Once IEP is signed, additional requirements are required.
- Intake application procedures begin with OOD if not already open.
- Background and immunization record must be completed before starting program as determined by host business site.
- Travel training meeting held in May. Over the summer, intern obtains Fare Deal Card from Cincinnati Metro
- Project SEARCH begins Mid-August