



2025 -2026 Dallas ISD Internship Program

PARENT INTERNSHIP TOOLKIT

Greetings Parents,

We're excited to welcome you and your child to the 2025 - 2026 Dallas ISD Internship Program—a dynamic initiative designed to provide hands-on, work-based learning experiences that prepare students for high-skill, high-wage, and in-demand careers.

To support you throughout this journey, we've created the **Parent Internship Toolkit**. This resource serves as a helpful reference and answers key questions about the internship process, expectations, and how you can support your child's success.

The Postsecondary Partnerships and Programs Department is proud to partner with you in guiding your child toward meaningful career pathways. Through internships, your child can gain valuable experience in professional settings and work alongside experts in their career field of interest. These opportunities allow them to apply classroom knowledge to real-world environments—building confidence, skills, and career readiness. Thank you for being an essential part of your student's career journey!

Please click the hyperlinks below to access internship-related documents.

INTERNSHIP PROGRAM HIGHLIGHTS

- **Hands-On Experience:** Internships run for 4 to 12 weeks, beginning **Monday, June 1, 2026, Friday, August 7, 2026**. The internship experience gives students the chance to work directly with industry professionals on meaningful projects.
- **Paid Internships:** Students earn while they learn, making the experience both educational and financially rewarding. The recommended hourly salary for internships is **\$16.00/hour**.
- **Career Pathway Alignment:** Interns are matched with employers in fields that align with their high school program of study, ensuring relevance and depth.
- **Professional Mentorship:** Each student is supervised by an expert in their chosen career field of interest, offering guidance and insight into industry standards.



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PARENT HELPFUL INTERNSHIP RESOURCES AND LINKS

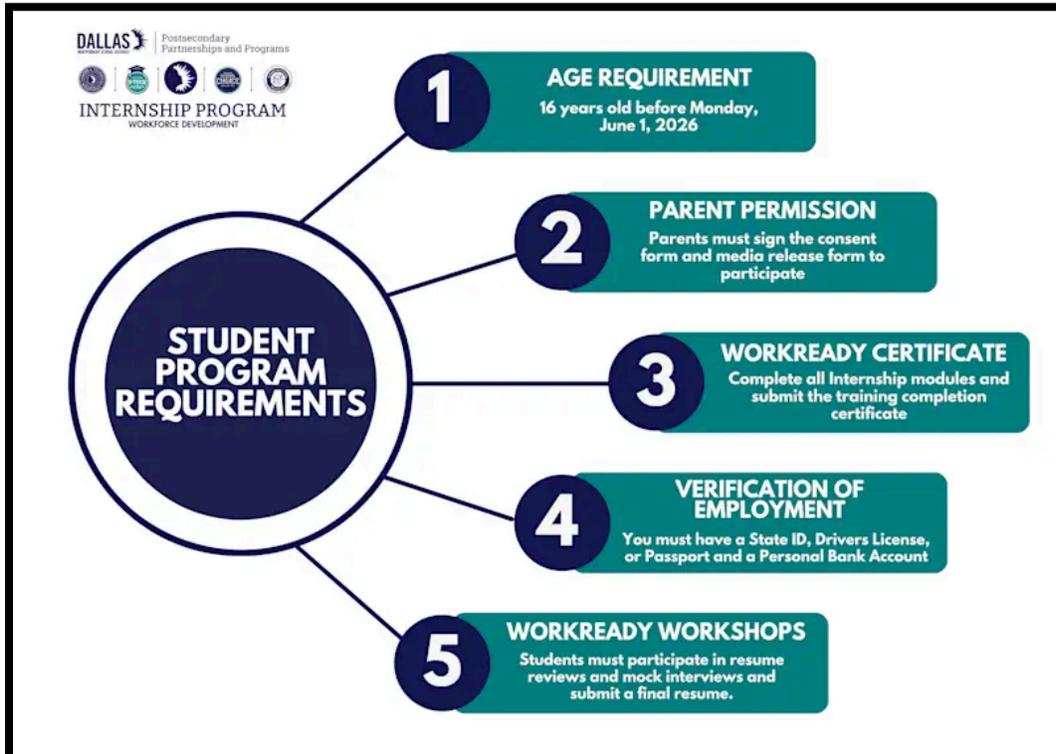
[DALLAS ISD INTERNSHIP LANDING PAGE](#)

Bookmark the internship landing page for the Dallas ISD Internship Program for announcements and information on all things about internships!

PODCAST: INSIDE THE DALLAS ISD INTERNSHIP PROGRAM EXPERIENCE

The goal of the podcast is to provide Dallas ISD parents with a convenient way to access important resources, information, and district news on the go. The main objective is to ensure that all parents can actively participate in their child's education, and the podcast serves as a great way to meet them halfway. The podcast can be accessed in English and Spanish on Spotify and Apple Podcasts. ([English](#) / [Spanish](#))

INTERNSHIP PROGRAM REQUIREMENTS FOR HIGH SCHOOL STUDENTS



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FAST TRACK TO INTERNSHIPS - STUDENT CHECKLIST

The Fast Track to Internship - Student Checklist provides clear, step-by-step guidance to help prepare your child during the internship process. It outlines essential tasks and milestones and provides specific timelines and due dates to ensure that you stay on track and meet all requirements. ([English](#) / [Spanish](#))

FAST TRACK

to the Dallas ISD Internship Program

Check off your progress to be WorkReady for the 2026 Dallas ISD Internship EXPO!

	Title	Task	Due Date
<input type="checkbox"/>	Age Requirement	Students must be at least 16 years of age before the start of the internship	Monday, June 1, 2026
<input type="checkbox"/>	GoSprout Account	Create GoSprout Student Account	Monday, October 13, 2025 - Friday, October 31, 2025
<input type="checkbox"/>	Internship Program Form Submissions	<ul style="list-style-type: none"> • Internship Interest • Internship Overview & Student Agreement • Parent Internship Participation Consent • Dallas ISD Consent and Release of Liability 	Friday, October 31, 2025
<input type="checkbox"/>	Internship Preparation Modules	Completion of Internship preparation modules and submit completion certificate	Thursday, December 18, 2025
<input type="checkbox"/>	Mock Interviews and Resume Reviews	Participation in Resume Review and Mock Interview	Monday, December 1, 2025 - Thursday, January 29, 2026
<input type="checkbox"/>	I-9 Documents	<ul style="list-style-type: none"> • Verification of Employment • Maintain Personal Bank Account • Verification of Internship Participation 	Friday, January 30, 2026
<input type="checkbox"/>	Final Resume	Submission of Final Resume	Friday, January 30, 2026

For more information, please contact Project Manager, Shannon A. Green, at SGREEN1@dallasisd.org.



REQUIRED INTERNSHIP FORMS (Due Friday, October 31, 2025)

- [Overview and Student Agreement Form](#)
- Parent Internship Participation Consent Form ([English](#) / [Spanish](#))
- Dallas ISD Consent and Release of Liability Form ([English](#) / [Spanish](#))

GOSPROUT INTERNSHIP PLATFORM

Students will officially begin their internship journey through the GoSprout internship online platform. This marks the start of **Phase I**, where students engage with key onboarding tasks, training modules, and preparation activities. GoSprout will serve as the central hub for tracking progress, accessing resources, and completing required steps throughout the internship experience.

- [How to Navigate Through GoSprout - Dallas ISD Students](#)



EMPLOYMENT VERIFICATION REQUIREMENTS

All students must obtain a government-issued photo ID from the U.S., a state, or a foreign government, as well as maintain a bank account by **Friday, January 30, 2026**. If students are 18 years or older (either before or during the internship), they are subject to complete a **background check**. A **valid state ID** is required for this step.

- [List of I-9 Acceptable Websites](#)
 - [List of I-9 Acceptable Documents One-Pager](#)
 - [State ID](#)
 - [Driver's License](#)
 - [Passport](#)
- Open and Maintain Personal Bank Account (**recommended banks for teens**)
 - [Capital One](#)
 - [Chase Bank](#)

MOCK INTERVIEWS AND RESUME REVIEW SESSIONS

The window for students to participate in resume reviews and mock interviews is **Monday, December 1, 2025, to Thursday, January 29, 2026**. Students must participate in mock interviews and resume review sessions with industry professionals. During these sessions, students will receive feedback, suggestions, and best practices on how to create a marketable resume, interview like a boss, and improve their chances of landing a summer internship. Students' final resume is due by **Friday, January 30, 2026**.

2026 DALLAS ISD INTERNSHIP EXPO





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[DALLAS ISD HUB ARTICLES](#) - HIGHLIGHTS FROM DALLAS ISD INTERNS: SUMMER 2025

- *Dallas ISD Hosts Successful Internship EXPO to connect students with career opportunities.*
([English](#) / [Spanish](#))
- *Leaving a Legacy: Dallas ISD Internship at the University of Pennsylvania*
([English](#) / [Spanish](#))
- *Leaving a Legacy: From doodling in the classroom to a full-ride scholarship*
([English](#) / [Spanish](#))
- *Dallas ISD P-TECH and Early College programs open opportunities for all students*
([English](#) / [Spanish](#))
- *Beyond New Buildings, Students Shape Dallas ISD's History*
([English](#) / [Spanish](#))