



Internship / Advanced Studies



FCS Gifted Internship Application and Program Information

Mission and Vision: The FCS Internship Program collaborates with community partners to engage students in authentic career exploration opportunities, leading to college and career readiness.

Description: Gifted Internship is an elective designed to prepare students for the realities of a particular profession. As a result of participating in this study the student will be able to:

- Identify and investigate career fields of interest.
- Develop research skills for selecting careers that match interests and values. Participate in on-site experiences with a selected professional.
- Interns are unpaid, as students receive Georgia High School Graduation Credits for their efforts. The Internship Program Advisor, Internship Site Supervisor, and the Internship Program Teacher work with the student in completing a successful internship.
- Internship is a unique learning experience that takes place both in the classroom and at an off-site internship placement. Thus, in addition to the internship experience, interns are required to submit graded assignments and to conference with the Internship Program Teacher. Interns will report to internship class on campus until placed in an internship.
- Once the internship experience begins, interns will complete a minimum of 5 hours per week at their internship sites. The five-hour requirement is based on the seat hours required for a high school course. Total Internship hours for the semester should be at least 70 hours. Internships last from the time of placement until the end of the semester regardless of hours completed.

Prerequisite Requirement Checklist:

- Student must be a rising Junior or Senior _____
- Student must have an unweighted GPA of 90 or higher _____
- Student must be enrolled in the FCS Gifted Program _____
- Student may not have more than 10 absences (excluding school activities/religious observances) _____
- Student must have room in schedule to take the Gifted Internship course _____

Application Process and Timeline:

1. Students must complete this application process for the 2026-2027 school year. Students may request internship both semesters, fall semester only or spring semester only. **There will not be a separate application process for spring 2027 internships.**
2. It is the responsibility of the student to join the regional South Microsoft Application team using the following join code: r694n8w.
3. By February 6, 2026, students must complete the Gifted Internship Application form and upload the following documents: (1) FCS Internship Program Contract [with original signatures] and (2) Resume in their assigned

regional Microsoft Application Team. The documents will be uploaded under the Assignments tab. Students not meeting the pre-requisite qualifications or application deadline will be removed from the Microsoft Team.

4. The application process will be competitive. By February 10, 2026, qualified students selected to move forward will be invited to participate in an interview. Students will be given a site research assignment to bring to the interview along with a hard copy of their resumes. Students not selected to interview will be removed from the Microsoft Team.
5. By February 27, 2026, students will be notified via email whether or not they have been approved to participate in the Gifted Internship Program. Relevant factors that will be considered include the applicant's academic, attendance and discipline records; schedule; resume; site research and interview.
6. In April/May 2026, internship placements for some students will begin. Students are required to bring an approved resume to the site placement meeting. Some students will be placed in August/early September 2026.
7. All Internship students are required to attend Internship class on campus beginning the first day of each semester until they start their internship or are released after week 4 by their Gifted Internship Teacher.

The FCS Internship Program: Guidelines for Selecting Career Exploration Areas

The purpose of the FCS Internship Program is to provide students with real-world career experiences. As a high school student, you may already have a sense of a future career path for you. The career exploration areas are explained as potential career umbrellas below. **Please understand that while the Internship Program Advisors work to place you in a field that is in the umbrella of your ultimate career goals, interns are not guaranteed placement in any narrow, specific career field under that umbrella.** Valuable experiences can come from a variety of internship settings. On your application, you will be asked to select two career exploration fields in which you are interested in doing an internship.

