

RSHS BUSINESS INTERNSHIP APPLICATION



The Business Internship is a program where students can earn high school credit by taking an in-person business course and working outside of school. The curriculum reflects current business trends and prepares students to meet the demands of the business world. Topics covered in the program include employment skills, career preparation, communication skills, entrepreneurship, marketing, business ethics, and etiquette.

Qualifications

- Classified as a senior
- 18 credits entering senior year
- Clean discipline record
- Attendance of 80% or higher
- Reliable transportation
- 2.0 GPA

Class Requirements

- Enroll in a minimum of four classes; one of them must be an in-person, Rockwood Business course.
- Attend all 'A' day meetings with the Internship Coordinator.
- Remain employed by the same employer for the duration of the semester.
- Meet the total hours required at the approved employer at the end of the semester.
- Maintain good attendance, 90% or higher, and remain in good disciplinary standing at both school and work.

Application Process

- Return the completed application to **Mrs. Philipp** by email philippplaurie@rsdmo.org or in-person to room 280.
- Mrs. Philipp will contact you upon receiving your application to schedule an interview.
- Once accepted into the program, your counselor will then change your schedule to include Business Internship/CCE.

Today's Date	Internship/Internship plus	Semester	Concurrent Business Course(s)
	☐ Internship/.5 cr (works 10-19 hr/week)	☐ 1st Semester	
	☐ Internship+/1.0 cr (works 20+ hr/week)	☐ 2nd Semester	

Note: Students can take Internship in one or both semesters. They must be concurrently enrolled in a Rockwood Business course for each semester they are enrolled in Business Internship.

Personal Information

Full Name		Counselor
Plans after high school ☐ College ☐ Trade School ☐ Military ☐ Workforce ☐ Undecided	Career Interest	
	College/Trade School	
	Major/Area of Study	
	Military Branch (if applicable)	

Employment History (List your most current job first)

Company	Location	Dates	Position/Type of Work

References (List 2 teachers, administrators, or coaches at Summit). Please print names.

Reference #1:	Reference #2:
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AC LAB OPT OUT

If your student's schedule allows, they can be excused from Ac Lab. They can attend meetings and seek academic help as needed.

☐ Please remove my student from the on-campus Ac Lab.

(parent's initials)

Signatures

Student Signature	Parent/Guardian Signature
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