

Growth Partnership for Ashtabula County



ADDENDUM

INTERNSHIP PROGRAM FOR ASHTABULA JUNIORS AND SENIORS **Documentation Guidelines for Home Educated Students**

Homeschooled juniors and seniors are eligible to participate. The Partnership understands that home educators may not have the same documentation available as a public or private school. The following guidelines and requirements should be followed. If you have any questions or concerns please contact Growth Partnership Intern Program Director, Georgia Klemencic at georgia@ashtabulagrowth.com or 440-576-9126.

The Partnership is an organization of County business and government leaders committed to strengthening the business climate in the County and to the retention, expansion and attraction of jobs. To learn more about the Partnership visit www.ashtabulagrowth.com.

Eligibility conditions:

Internships are open to students who **reside** in Ashtabula County and attend public, private or home school in or out of Ashtabula County. Students must be at least a junior at the time of application and be 17 years of age by June 1.

To be considered, a home educated candidate must possess and provide documentation regarding the following qualifications.

1. Satisfactory completion of his/her high school core courses and studies to date. Please provide ACT, SAT or PSAT scores if standardized tests have been completed. If no standardized tests have been completed, please submit the most recent written narrative assessment done by a licensed teacher. This narrative must have been completed within the past calendar year.
2. Recommendation letters from two adults (**not family members**) who have or have had the candidate in a class setting (cooperative class, church setting, etc.) or who have overseen the student in a volunteer or work setting.
3. A resume. This should be as professional as possible and cover school and work history but does not need to be long. A one-page resume is fine. A sample is attached for your reference and the same format may be used if you choose.

Recommendation letters should describe in detail why the candidate can confidently be expected to perform well in an internship.

In addition, candidates are expected to fulfill all other application requirements. **Please see the full application for instructions and forms.**