



FUTURES AND OPTIONS

Connecting Urban Youth to Careers

Futures and Options Internship Program Student Agreement

The Futures and Options Internship Program provides motivated New York City high school students with the opportunity to work in highly supported internships under the direction of professional adults. Futures and Options enables businesses, nonprofit organizations and government agencies to gain access to promising, motivated and diverse young interns, who in turn gain much needed access to the economic mainstream, career readiness workshops and support from caring adults.

All Futures and Options interns are paid an hourly wage and required to work at their assigned job placements according to a schedule of hours and days that are mutually agreed upon in advance between the intern and the site supervisor. Interns are required to communicate in advance with the Futures and Options program coordinators and site supervisor if, for any reason, they are not able to fulfill their commitment to be at their internship site as scheduled. Interns may also be required to accurately record the hours they work on Futures and Options' timesheets, and submit their timesheets signed by their supervisor to Futures and Options.

Participating interns are expected to follow proper business decorum and dress in appropriate attire for the duration of the internship program.

Participating interns must be available for the entire internship duration and attend the mandatory Futures and Options career readiness workshops in order to successfully complete the program.

Participating interns will be required to complete pre- and post-tests and evaluations during the program. Evaluations of interns' performance will be completed by intern supervisors and shared with interns at the end of the internship period.

Participating interns and parents/guardians may be required to complete additional forms granting permission for drug testing, fingerprinting and background investigation, if it is the policy of the internship site.

I give Futures and Options permission to utilize my image (photograph/videotape), tape recording, and/or quotes for any Futures and Options literature, video, press release, advertisement, website, e-newsletter, social media post, and/or in any other Futures and Options' materials and/or internship site materials that promote the mission and philosophy of Futures and Options.

I have read the above description of the Futures and Options Internship Program and, if chosen to participate in the program, I agree to the terms stated above. I understand that if I do not fulfill the program requirements as stated above I will not be allowed to continue in the Internship Program. I also certify that all of the information in my application is true and correct to the best of my knowledge.

Signature of Applicant

Date

Signature of Parent/Guardian

Date

Parent/Guardian Full Name (Please Print)

Parent/Guardian Email

Parent/Guardian Phone