



The Executive Internship program provides high academic and high achieving high school seniors the opportunity to gain exposure to a career field they may want to pursue after graduation. The interns complete 100 hours at their internship site, complete weekly summaries and hourly reports, obtain sponsor approval of time sheets every four weeks, and complete the final project as assigned by the Program Coordinator. Cherry Creek school insurance covers interns while on site at their internship location. Interns receive one credit for the semester and a letter grade for completing the 100 hours of internship work in addition to all other internship requirements.

STUDENT REQUIREMENTS/ PROFILE

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| <ul style="list-style-type: none"> ● Must view parent presentation and fill out a form. ● Must complete the online CTE application ● Student is accepted into the program after application and interview process is completed ● Even if the student is accepted into the program, they are not guaranteed an internship ● Accepted junior year, complete the semester program during senior year. Summer, Fall or Spring Semester | <ul style="list-style-type: none"> ● Students maintain a 3.2 GPA or better ● Plan to pursue post-secondary training ● Represent the high standards of Cherry Creek Schools ● Demonstrates responsibility and sound character ● Comfortable with email communication ● Participate in monthly seminars throughout the semester ● Complete an internship training plan to share with internship sponsor during initial interview | <ul style="list-style-type: none"> ● Provide appropriate paperwork ● Maintain confidentiality of all records and information ● Demonstrate professionalism ● Pay the \$15 program fee ● Complete final project and presentation ● Participate in the program for one semester, without pay, spending scheduled time with the business sponsor (on average 10 hours per week) ● Provide own transportation to and from internship |
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For More Information Contact:

Mike Wadleigh – mwadleigh@cherrycreekschools.org – 720-554-2622

Connie Cook – ccook8@cherrycreekschools.org -- 720-554-2627

How do I enroll in the *Executive Internship Class* for the Cherry Creek School District?

- This class is for seniors only with a 3.2 GPA or higher

To be considered for the class:

Students and parents view Executive Internship Presentation and fill out form. Please email Mrs. Cook or Mr. Wadleigh for the presentation at ccook8@cherrycreekschools.org, mwasdleigh@cherrycreekschools.org

Registration for the class is from January 18, 2021 - March 4, 2021. Only applicants who have attended one of the above meetings will be considered.

Summer school tuition fees apply if you are interning during the summer.

Make sure you complete Executive Internship Application through the CTE/CCIC application.
Go to the Cherry Creek School District CTE Website:

[CTE Application](#)

or

<https://ccsd.force.com/student>

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