# ECSS Internship Application Form

To be completed by the student.

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Please make sure you answer **all** questions in full.

|  |  |
| --- | --- |
| Date: | School  |
| Contact information |
| Last name | First name | Middle name / initial |
|  |  |  |
| Street address | City | State | Zip Code | Home phone | Cell phone |
|  |  |  |  |  |  |
| Your CPS Email address: |
| Name of parent / guardian: | Phone no. |
| Employment / Extracurricular history |  |
| Please attach a resume of any paid or community / volunteer work you have performed and extracurricular activities you are currently involved in.  |
| Education / Skill Development to date |
| Are you currently or planning to pursue one of the ECSS IT Pathways?

|  |  |  |  |  |
| --- | --- | --- | --- | --- |
| Networking ❑ | Web Development ❑ | Computer Science / Programming ❑ |  |  |
| What other technical skills do you have and what level of experience? | Beginner | Intermediate | Advanced |
| Microsoft Excel (VLookUP,, SUMIF, IF, writing formulas) | ❑ | ❑ | ❑ |
| Multimedia (Dreamweaver, Wikis, graphic design, Final Cut, Flash, iMovie | ❑ | ❑ | ❑ |
| HTML, CSS, PHP | ❑ | ❑ | ❑ |
| JavaScript | ❑ | ❑ | ❑ |
| Cisco Networking | ❑ | ❑ | ❑ |
| Linux Operating Systems | ❑ | ❑ | ❑ |
| MySQL | ❑ | ❑ | ❑ |
| MS Access | ❑ | ❑ | ❑ |
| Hardware Repair | ❑ | ❑ | ❑ |
| Mac Operating Systems | ❑ | ❑ | ❑ |
| How would you rate your professional skills? | Excellent | Good/Fair | Poor |
| Punctuality | ❑ | ❑ | ❑ |
| Appearance | ❑ | ❑ | ❑ |
| Attitude | ❑ | ❑ | ❑ |
| Communication Skills | ❑ | ❑ | ❑ |

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| --- | --- |
| Do you speak any other languages?❑ Yes ❑ No | If yes, please list language❑ Fluent ❑ Semi-Fluent ❑ Basic |
| Access to Internet (Check all that apply): ❑Home ❑School❑Cell Phone ❑Other (please specify): | How will you travel to the internship site? ❑ car ❑ CTA: nearest stop to your home­\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_❑Other (please specify): |

|  |  |
| --- | --- |
| General information |  |
| Please answer the following questions as fully as possible. This is an opportunity to display your written communication skills, so use complete sentences and check your spelling, punctuation and grammar.  |
| What do you hope to gain from an internship? |
|  |
| List three things you would like to learn to do better |
|  |
| What are your plans for the future? What other careers are you considering? |
|  |
| How do you use technology in your daily life and what about technology is exciting?  |
|  |
| In case of emergency |
| Name of person we should contact in an emergency | Relationship to you | Their phone no. | Their work phone no. |
|  |  |  |  |
| **The above information is true to the best of my knowledge. I understand that if I give false information, my internship may be terminated and I may face dismissal from my host company.** |
| Name (please print) | Date |

Submit this form (and extra pages if used), a resume and a portfolio of your work to date, no later than the deadline which will be TBD.