



# The Internship Program at Mary Help of Christians Academy

Internship Guidelines and Application  
2018-2019

Program Contact:  
Mrs. Elizabeth Manzella  
Dean of Student Affairs

Mary Help of Christians Academy  
659 Belmont Ave.  
North Haledon, NJ 07508  
973.790.6200 (P) 973.790.6125 (F)

MaryHelp.org



# MARY HELP *of* CHRISTIANS ACADEMY

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## Let's Do This.

The internship program at Mary Help of Christians Academy is a unique opportunity for current juniors and seniors to experience careers hands-on through authentic work situations. Interns will have the opportunity to expand their knowledge within their field of interest as well as to build necessary networking skills that will enhance their resumes for college. This program allows students to explore career path possibilities which then allows for better choices when deciding on a college.

## Eligibility

Juniors and seniors in good standing may apply and must meet the following criteria:

- GPA of 85 or higher
- Quarterly service hour requirements met
- Application with required documents submitted by October 1, 2018
- Permission and release form, signed by a parent or guardian submitted by the application deadline.

## Student Consent & Commitment

Once you have been accepted into the Internship Program, you agree to participate in all program activities. You acknowledge and agree to do the following:

- Actively participate in the program and its affiliated activities for the entire internship period
- Act in a manner befitting a student of Mary Help of Christians Academy
- Consent to having your picture taken and published as needed to promote the works of the Internship Program.
- Dress in appropriate professional attire or in uniform

By signing below, you understand and will be held accountable to the statements above.

Applicant Name: (Print)

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Applicant Signature:

Date:

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DEADLINE: Applications must be received by October 15, 2018.



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## Medical Waiver

I hereby authorize MHCA, its directors, and representatives to obtain medical treatment for my daughter for any injury or illness during this internship. I hereby hold MHCA and its representatives harmless in the exercise of this authority. I hereby release MHCA, its directors, and representatives from any claims for personal illness or injury that my daughter may sustain while on site. I further acknowledge that I will be responsible for any medical bills that may be incurred on behalf of my daughter for physical illness or injury that she may sustain during the internship.

I understand that my daughter may sometimes miss class for an internship opportunity and will be responsible for getting the work, notes and assignments she may have missed.

Insurance Provider: \_\_\_\_\_ Phone # \_\_\_\_\_

Group # \_\_\_\_\_ ID # \_\_\_\_\_

In case of emergency, I can be reached at

\_\_\_\_\_

1<sup>st</sup> Phone number

\_\_\_\_\_

2<sup>nd</sup> Phone number

Parent Name (Print) \_\_\_\_\_

Parent's Signature \_\_\_\_\_ Date \_\_\_\_\_



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## Permission for Transportation

Student's Name: \_\_\_\_\_

Please complete all blanks and sign in *three* places below.

I realize that each student must either provide her own transportation to and from the internship or travel with a school provided method.

This transportation permission slip is intended to cover numerous transportation scenarios.

My child, \_\_\_\_\_, has my permission to be transported from school, by the following means:

- MHC parent driving personal vehicle
- Faculty driving personal or school vehicle
- Bus transportation, as arranged by the school

\_\_\_\_\_ / \_\_\_\_\_ My daughter has her driver's license and she may drive herself to her internship  
yes      no

\_\_\_\_\_ / \_\_\_\_\_ My daughter will be driven by me, her parent to the internship  
yes      no

\_\_\_\_\_  
Signature of Parent/Guardian

\_\_\_\_\_  
Date



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## Tell Us Why

Submit a typed, 300 word response to the following questions:

1. What do you hope to gain through your internship experience?
2. What unique qualities and skills will you bring to your internship?

## Internships ■ 2018-2019

**Circle** three that interest you:

■ Arts & Culture

- Film
- Culinary

■ Business

- Marketing
- Banking
- Development & Fundraising

■ Health Care

- St. Joseph Hospital
- Geriatrics
- Personal Training
- Physical Therapy

■ Education/Child Development

- Holy Spirit Elementary
- St. Anthony's Elementary
- Bright Future Learning Academy

■ Aviation

■ Youth Ministry

## ■ Criminal Justice