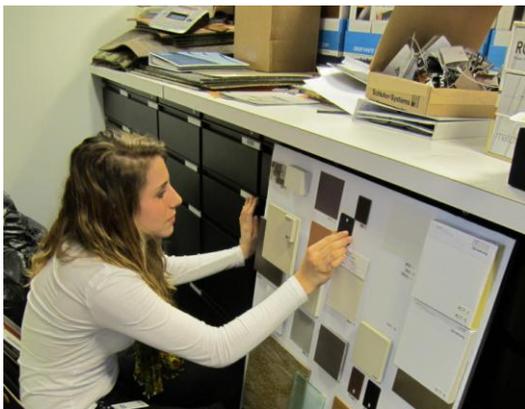


A Sampling of Program Sponsors...

- **Architecture** – landscape design, industrial/residential architecture
- **Attorneys**
- **Business** – sales, marketing, travel, tourism, finance, investment/financial planning, marketing, stocks, community relations, advertising, sports marketing
- **Computers** – Web site development, IT and networking
- **Dental** – dental medicine, orthodontics
- **Engineering** – civil, environmental, electrical, mechanical, CAD/CAM
- **Hotel/Restaurant Management**
- **Journalism** – newspaper, print journalism, sport journalism
- **Law Enforcement** – state and local police, homeland security
- **Medical** – nursing, physician, hospital administration, dietary, pharmaceutical
- **Rehabilitation Medicine** – sports medicine, physical/occupational
- **Social Work/Psychology**
- **Veterinary Medicine**
- **Miscellaneous** – (ex: broadcasting/video, dance/opera, music production, promotions, archaeology/science, photography, emergency/fire rescue, mortuary science, etc.)



Now is the time to start planning YOUR internship!

“The internship program pushed me in a different direction...[it] made me really think about myself and what I wanted to do.”

-Sara Pociask, former intern

“These kids are an impressive group. They are all honor students – high achievers who are eager to learn and experience.”

*-Dr. William Higginbotham III
Sponsor, Providence Hospital*

“The internship made a huge difference in our daughter being accepted into a program at Eastern Michigan University.”

-Martin & Karen Beaver, parents

“We need 80 hours of work experience to be accepted into the OT program at EMU, and the internship hours I completed through the CIP count toward this requirement!”

-Jennifer Ellis, former intern

“I am confident that he [my son] has emerged a more confident and better prepared individual.”

-Kevin R. Miller, parent

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Career Internship Program
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Student Guide



What is the CIP?

The **Career Intern Program** is a career exploration experience for highly motivated, high achieving, college bound seniors attending Livonia Public Schools. Those seniors chosen for the Program will be exposed to a variety of occupations matching their individual career goals. Internships are available in such areas as medicine, engineering, accounting, broadcasting, education, and law, as well as a variety of other professional careers. **However, internships can be developed to match almost any career goal.**

The CIP started in 1976 with four students. Since its first year, the CIP has developed into a competitive program and is one of few in existence at the high school level across the nation.



Think About THIS...

- There are currently approximately 500 businesses and organizations associated with the Career Intern Program.
- Students completing an internship in Veterinary Medicine can use their hours towards the number required for admittance to college veterinary programs.
- OT and PT internships give students a start on total hours required for most university programs.
- Hospitality Management internship hours can be used toward credit at Grand Valley State University.

Benefits for Students

- Career goals are better clarified **before** investing a lot of time and money in college.
- Internship experiences broaden opportunities for college admissions, scholarships and employment.
- Hands-on experience reinforces academic instruction and enhances learning.
- Opportunities are created for future employment, college admissions, and scholarships.
- Interns are exposed to professional guest speakers and participate in career and college related field trips.
- As a result of working with professionals in the “world of work,” interns have a better idea of the academic requirements and personal characteristics needed in order to be successful in their chosen career field.
- Greater self confidence and maturity is cultivated when students are treated as adults and given adult responsibilities.
- Intern students receive ongoing individual and group counseling for college and career planning, as well as resume and portfolio construction.
- The CIP provides opportunities to enhance public speaking and writing skills.
- Interns experience increased independence and responsibility (*interns are released after 3rd or 4th hour and are issued parking permits to drive to their internship site.*)
- Interns have the unique opportunity of interacting with students from other schools on a regular basis.
- Extensive use of e-mail and Internet as, well as PowerPoint training, provides interns with a strong technology background for any future career or academic pathway.

Who Qualifies as a Career Intern?

All CIP students are high school seniors; however, *the application process begins in January of the junior year.* Students must meet the following criteria in order to apply:

- A minimum 3.0 GPA
- Identify one or more career areas of interest
- Display a good attendance record
- Complete the application process, which involves a completed application; three educator recommendations; and a formal interview with the Intern Coordinator

Note: This a **highly competitive** program, with only 50 students from all three high schools selected per year.

Seminars

While students spend an average of 12-16 hours at their internship site each week, Fridays are reserved for special seminars, at which attendance is required. Interns meet at the Career Center from 1:00 to 3:30 pm for a group seminar led by the Internship Coordinator.

During seminars, CIP students are exposed to discussions on current issues and hot topics in the business world. Students learn valuable personal and professional skills, such as communication, team-building, work ethics, interviewing, public speaking, money management, and diversity. Also covered are the application processes for college admittance, financial aid, and scholarships. Additionally, the program involves several educational enriching field trips each semester.

