# Phoenix Youth R.I.S.E Summer Internship Application 2016

APPLICANTS MUST BE 16-24 YEARS OF AGE AND RESIDE IN THE CITY OF PHOENIX AND MEET ALL REQUIREMENTS TO PARTICIPATE IN THE SUMMER EMPLOYMENT PROGRAM. This form must be completed and signed by the applicant. If you are less than 18 years of age, a parent, legal guardian, or responsible adult must also sign the application.

<table>
<thead>
<tr>
<th>Name (Last Name, First Name)</th>
<th>Date of Birth</th>
<th>Age</th>
<th>Last Four Digits of Social Security #</th>
</tr>
</thead>
<tbody>
<tr>
<td>Current Address</td>
<td>Apt. # (NO P.O. Boxes)</td>
<td>City</td>
<td>State</td>
</tr>
<tr>
<td>Phone Number</td>
<td>Alternate Phone Number</td>
<td>Email Address</td>
<td></td>
</tr>
</tbody>
</table>

Race Group (Please mark one race group below):

- White
- African-American/Black
- Native American/Alaskan Native
- Asian
- Hawaiian/Pacific Islander
- Other

Ethnicity:

- Are you Hispanic or Latino? □ Yes □ No

Gender:

- Male □ Female □

EDUCATION HISTORY

Are You Attending School?

- No, not attending any school
- Yes, attending H.S.
- Yes, attending Alternate H.S.
- Yes, attending College, or Technical, or Vocational School
- Have HS Diploma / GED

Name and Location of School | Years Attended | Year Graduated | GPA
--- | --- | --- | ---

EXTRACURRICULAR/WORK EXPERIENCE/VOLUNTEER EXPERIENCE

<table>
<thead>
<tr>
<th>Month/Year</th>
<th>Name of Org./Business</th>
<th>Voluntary or Paid</th>
<th>Position</th>
<th>Reason for Participating</th>
</tr>
</thead>
</table>

Please answer ALL questions:

- Do you have a valid Driver’s License? □ Yes □ No
- Do you have access to RELIABLE transportation? □ Yes □ No
- Would you need assistance for transportation? □ Yes □ No
- Do you have access to the internet for completing of on-line applications? □ Yes □ No
- Are you available for the entire internship time frame – June 27 to July 29, 2016? □ Yes □ No
- Are you available to work Monday thru Friday from 8:00 AM to 5:00 PM? □ Yes □ No
- Are you available for a 2-day work readiness class in June 2016, before internship begins? □ Yes □ No

Please mark your top THREE (3) areas of interest:

- Finance/Banking
- Information Technology (IT)
- Legal/Law
- Customer Service
- Human Resources
- Call Center
- Health/Wellness
- Medical
- Manufacturing
- Operations
- Warehouse
- Sales
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NAME (last name, first name):  

Please rate your skills and knowledge (beginner, intermediate, advanced):
MS Word: _____  MS Excel: _____  Customer Service: _____
MS Outlook: _____  Researching on Internet: _____  Typing (words per minute): _____

CAREFULLY READ THE FOLLOWING BEFORE SIGNING YOUR NAME:
I submit this signed form as authorization to apply for the participation in the program. I understand that the completion and submission of this form does not guarantee placement in the program.

I declare that I have examined this form and confirm all of the information is true and correct to the best of my knowledge. I am aware that the information contained on this form is subject to verification, and failure to provide the requested documentation, or any falsified information provided, may result in immediate termination from the program.

If you have any questions or concerns or need assistance in completing this form, please call (602) 534-3794.

Applicant Signature: __________  Date: _______

Parent/Guardian/Responsible Adult Signature: __  Date: _______
(Required for those under the age 18.)

ELIGIBILITY DOCUMENTATION CHECKLIST
If you are selected to participate in the program, you must bring documentation with you to your interview appointment to complete the eligibility process.

VERY IMPORTANT  VERY IMPORTANT  VERY IMPORTANT  VERY IMPORTANT

• Selected applicants will receive a phone call. You must bring all the documentation that applies to you to the orientation appointment.
• If you do not, the work site selection process will not proceed and you may lose your ability to participate.
• The application must be signed and dated by the applicant, and parent/guardian or responsible adult where applicable.
• Complete all areas. If the application is NOT completely filled out, it will NOT be accepted.

If selected, bring these documents to the interview appointment:
☐ State Issued Driver's License or State ID Card
☐ School ID with Picture, if in high school, vocational or post-secondary education
☐ U.S. Social Security Card or Permanent Resident Card or Alien Registration Receipt Card (Form I-551)
☐ Household Utility Bill to show individual or family residency

If you do not have the above documents, you must prove Right to Work. Please discuss during the initial phone call when scheduling an appointment.

Applications will be available on-line at arizonaatwork.com/phoenix/youth starting mid-March. Print, sign (using blue ink), and scan/email back to pwcyouthprograms@phoenix.gov, or fax to 602-534-3915 or drop off at:

City of Phoenix – City Hall
Community and Economic Development Department
Business and Workforce Development Division
200 W. Washington Street – 19th Floor
Phoenix, AZ 85003

Applications are due by 2:00 p.m. on Friday, May 20, 2016 to be considered for the random selection process.