

**RICHMOND HIGH SCHOOL
INTERNSHIP PRE-REGISTRATION FORM**

This form must be **completed and signed** before any student is enrolled in the Internship program.

The student is responsible for finding his/her own job. *Note: To receive credit, the student must receive satisfactory evaluations and turn in all required paperwork. A student who chooses the Internship course for either one or two hours is expected to meet 200 hours of work per semester.*

Name _____ Grade (next year) _____

Phone Number _____

Have you received prior credit for either program before this year? _____

Proposed schedule for next year

BMT or Marketing or Accounting _____

Employment information:

Employer _____

Address _____

Phone _____

Briefly state your duties while at work and why this program would help meet your career goals. Use reverse side if you need more space.

Approved for class registration _____ Date _____

Business Education Teacher