SYEP invites Seattle youth, ages 15-17 years old, to apply for its summer internship program.

SYEP interns will improve workplace skills, gain valuable work experience, get connected to the community and earn money!

Interns will work up to 24 hours/week at $9.04/hour between June 25 and August 15, 2012.

There are only a limited number of summer internships available.

Who is eligible? Youth who:
- Are between ages of 15-17 years old as of Monday, April 16, 2012
- Live in Seattle city limits
- Currently attend a Seattle public high school
- Come from a low-income family
- Possess educational and/or employment barriers (see list on reverse)

A condition of the internship is also a criminal background check to determine placement.

How to apply?
Pick up an application at the SYEP Office starting on March 1, 2012. Applications are not mailed out, faxed or available online.

How to submit an application?
Complete applications will be accepted until all spaces are filled or by close of business on Monday, April 16, 2012. Applications can be hand-delivered or mailed.

We are located at:
Seattle Youth Employment Program
Central Building
810 Third Avenue, Suite 420
Seattle, WA 98104

Business Hours:
Monday-Friday, 8:00am–5:00pm

Questions?
Call SYEP at 206/386-1375.

See the reverse side for more important information!
2012 SYEP Summer Internship Program—FAQs

What are education and/or employment barriers? In addition to the eligibility criteria listed on the reverse side, youth must possess at least one of the following education and/or employment barriers:

- Behind in school credits (not at right grade level for your age)
- At risk for dropping out of school
- Lacking school credit in math or language arts
- Have an IEP or enrolled in modified/IEP classes or have a documented disability
- Have an identified, documented mental health issue
- Be homeless or have no stable housing
- Be in foster care
- Be a pregnant or parenting youth
- Live in SHA or Section 8 housing
- Be affected by domestic violence/abuse

How are participants selected? Youth who (1) turn in a complete application and (2) are determined to be eligible will be enrolled on a space available basis. The sooner you apply, the better your chances of getting an internship. Please act quickly! There are a limited number of spaces.

How to get an application? Applications are available starting March 1, 2012. Pick up an application at the Seattle Youth Employment Program (Central Building, 810 Third Ave., Suite 420, Downtown Seattle). The office is open M-F from 8 am to 5 pm. Applications are not mailed, faxed or available online.

How to turn-in an application? Applications are accepted until all spaces are filled or by close of business on Monday, April 16, 2012. Applications must be hand-delivered or mailed to SYEP (810 3rd Ave., Suite 420, Seattle, WA 98104). SYEP is not responsible for lost or misdirected mail. The office is open M-F from 8 am-5 pm. Only originals accepted. No faxes are accepted.

What is a complete application? To be considered a complete application, you must submit all of the following:

- 2012 SYEP Summer Application (Completed and signed by youth and parent/guardian)
- Applicant’s Picture ID (such as school ID, Driver’s license, WA State Identification card or passport)
- A copy of the applicant’s signed Social Security card
- Applicant’s I-94 or Permanent Resident Card (if not a U.S. Citizen) and Employment Authorization Card (if applicable)
- Address Verification (such as school transcript, utility bill, insurance bill, etc)
- Age Verification (such as driver’s license, passport, birth certificate, academic history, etc.)
- Academic History from your current school
- Health/Medical Authorization Form
- Authorization for Background Investigation Form
- Income Verification through one of the following:
  - Parents’ payroll stubs for the most recent past 6 months from date of application
  - DSHS letter showing your family receives food stamps and/or TANF
  - DSHS or agency letter showing youth is in foster care
  - Copy of an Individualized Education Plan (IEP) or other documentation of a disability
  - Agency letter verifying youth or family’s homeless status
  - Unemployment benefit history or combination of unemployment history and pay stubs

What is considered “low income”? Low income status is based on your family’s income and the number of people living in your house. If you are submitting payroll stubs to show your low income status, you must document your parent’s/guardian’s income for the most recent past 6 months. Below are annual low-income limits.

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