

**Overview**

Flexible schedules

Exciting and challenging learning experiences

Motivating opportunities for personal, professional, and technical growth

The X3 paid internship program offers high school students and recent graduates hands-on opportunities and valuable experiences that make them a stronger candidate for the workplace after graduation.

**QUALIFICATIONS\*\***

To be eligible for an X3 internship, you must meet the following minimum requirements:

- Maintain regular attendance at a high school (for the duration of internship)
- Able to work 12+ hours per week (must have transportation)
- Able to work in the U.S. (16 years of age or must have a valid work permit)
- Possess general computer proficiency.
- Possess basic email and phone etiquette skills.
- Demonstrate you are motivated, organized and have good interpersonal skills

\*\* Per Internship Site guidelines, applicants may be asked to complete a background check and drug test prior to start.

\*\* X3 Alumni will have priority for Summer Internship placement.

**SCHEDULE and COMPENSATION**

- Fall Session: August-December
- Spring Session: January-May
- Summer Session: June-July
- Workweek: daytime hours, Monday through Friday (some evenings/ weekends available).
- The student intern will receive a stipend equivalent to approximately \$10.00 per hour.
- Stipend payments are distributed once a month (on the 15th of the month) pending completion of educational milestones. Direct deposit is highly recommended.
- Prior to program completion, the student intern will hold an exhibition describing their internship experience.

**HOW TO APPLY**

To successfully complete this application, you must be ready to:

- Provide two references: One adult from your school, college, or training program, and one adult who has worked with you on a project or activity outside of school (at a job, community activity, sports team, etc.)
- Upload your resume: This should be a PDF or Word Document that you will upload as part of this

application.



## X3 Internship Application

### General Information

1. Name:

2. Your Personal Contact Information

Cell Phone Number

Home Phone

Address

City/Town

State/Province

ZIP/Postal Code

Email Address

3. School:

4. Age

5. When were you born?

Birthdate

Date



6. At your school, when do you attend classes?

- Day
- Evening

7. Are you eligible to work in the U.S.?

- Yes
- No

8. Are you currently employed?

- Yes
- No

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## Current Employment

9. Where do you work?

10. What is your position?

11. How long have you worked there?

12. Will you continue with your current job if awarded an internship?

- Yes
- No
- Unsure



**More About You**

13. Have you earned any certifications that are recognized by employers (For example: OSHA 10, Certified Nursing Assistant, CPR)?

- No
- I don't know
- Yes -- If yes, which ones?

14. Are there any other certifications you are planning to earn while in high school? If so, which ones?

15. If selected for an internship, how will you get to the Internship Site? (Transportation is required):

16. Are you currently pregnant, or is your partner pregnant?

- No
- Yes -- if yes, when is the due date?  
MM/DD/YYYY

17. Do you have any children?

- No
- Yes -- if yes: Please list their first names and ages

18. What is your childcare plan while attending your internship?

Not applicable (I will not have any children needing care during my internship)

My childcare plan:

\* 19. If accepted, will this be your first time as an X3 intern?

No

Yes

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### Preferences

20. Choose the option that best describes you.

*If possible, I would like to . . .*

Intern at a new site where I have never been an X3 intern.

Continue as an X3 intern at my current site.

Intern at this site where I was previously an X3 intern:

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### Preferences

**Use the dropdown menus to select your TOP THREE CHOICES for the type of internship you would most like to participate in.**

21. What is your FIRST choice?

22. What is your SECOND choice?

23. What is your THIRD choice?

24. Which session are you applying for:

- Fall Session
- Spring Session
- Summer Session



X3 Internship Application

### Demographics and Contact Information

We collect basic information on our interns for a better understanding of our program. This information will only be reported in the aggregate (as a group total, not for individuals) and never with your name attached. Thanks for taking a few minutes to help us out.

25. How do you identify?

- Female
- Male
- Non-Binary/other

26. How do you identify? Check all that apply.

African American or Black

Native American

Asian

White

Hispanic, Latino, or Mexican

Other:

Other (please specify)

\* 27. Grade:

Freshman

Sophomore

Junior

Senior

Graduated

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Qualifications

28. Please rate your skill level in the following areas:

	No skill	Some exposure to the skill	Average compared to my peers	Above average compared to my peers	Among the top in my peer group
Computer skills (Work, Excel, Outlook, PowerPoint, Google Docs)	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
Computer Coding Skills	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
Writing and research skills	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
Verbal communication	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
On-time, reliable, dependable	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
Open to learning new things	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
Ability to play and organize	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>

29. Current Academic Standing (GPA equivalent)

Students who have previously completed an X3 internship are not required to answer Questions 30-32.

30. Please explain why you would like to participate in this Paid Internship Program. Why did you pick your top choice?

31. Describe a situation when you worked with another adult/group of students to complete a project. How did you contribute to the effort?

32. You are a few weeks into your internship and your transportation or childcare plan has fallen through. What are your next steps?





Alumni

33. What year did you graduate from high school?

34. Are you enrolled in any kind of school, college, or training program?

No

Yes -- If yes, where and what are you studying?



Upload your resume

35. Upload your resume by clicking below.

Choose File

Choose File

No file chosen



References and Signatures

Please provide the names of two people who could support your candidacy for this internship. It is required that one reference be a teacher or staff member at your school, college, or training program, and the other be someone who has worked with you in a project or activity outside of school (at a job, community activity, sports team, etc.).

36. Reference #1

Name

Relationship to Applicant

Job/ Title

Email Address

Phone Number

37. Reference #2

Name

Relationship to Applicant

Job/ Title

Email Address

Phone Number

\* 38. Note: If you are younger than 18, your parent or guardian will be required to sign a permission form allowing you to continue the application process. After this application has been submitted, the signature page will be emailed and/or mailed to the address you provided on this form.

I am 18 or older so this does not apply.

I understand that my parent or guardian will be required to sign a permission form.

\* 39. By signing below, you verify that all information you have provided in this application is true and accurate.