Application Process and Timeline
2018/19 Academic Year
Applications Now Being Accepted

- A Hospital Tour is required of all applicants. Please contact the instructor, Abigail Olean, at aolean@ccsnh.edu or 334-2068 to schedule your tour.

- Application Deadline: Friday, February 23, 2018

- Two completed reference forms are required.

- Documentation and/or evaluations or assessments must be included with the application in order to determine the candidate’s potential for success in Project SEARCH. Samples include:
  - Current IEP if coming from a school district or ISA if coming from an area agency
  - School transcript. If the applicant has been out of school for several years, a copy of the diploma or certificate of completion may substitute for the transcript.
  - Attendance record
  - Other forms of evaluation or assessment

- Interviews will be scheduled the week of March 12, 2018

- Acceptance Letters will be mailed April 6, 2018

- Intent to participate form due May 1, 2018

- NH Vocational Rehabilitation cases must be opened by May 25, 2018

- The following documents must be submitted no later than June 1, 2018:
  - A government-issued photo ID
  - Current Physical Exam report (within one year)
  - Proof of required immunizations
  - TB Test (within one year)
  - A notarized Criminal Background Check Release Form. DO NOT send the form or fee to Concord. Community Partners will request the background check.

- Class of 2018 Mandatory Orientation: June 13, 2018 3:00 – 5:00 pm

- A drug screen must be completed during the summer prior to the first day of class:
  - Convenient MD, Multiple Locations, No Appointment Necessary, $35
  - Occupational Health Services, 25 New Hampshire Avenue, Suite 105, Pease International Tradeport, Portsmouth, NH 03801 Call 603-430-9675 for an appointment $73 for Project SEARCH Interns (as of this writing)

- Before starting internships, students have the option of receiving a flu shot at the hospital OR wearing a mask while on internships.