



Project | SEARCH®

## Student Application 2017-2018

Name \_\_\_\_\_  
Affiliate School Unicorn Village Academy

Equal Opportunity: Career major placement will be made without regard to race, color, national origin, sex, age, religion or presence of a disability.

## Application Purpose & Guidelines

The purpose of this application packet is to outline the skill set of the Project SEARCH student candidate. This application enables the Selection Committee\* to properly assess each student candidate's skills, abilities and background. A parent, student, counselor, teacher or employer may be contacted by the Selection Committee to gather additional information. Our final goal is to select students who will be successful in a Project SEARCH program and reach the outcome of competitive employment.

### The Selection Process includes the following guidelines:

1. All students are encouraged to attend an Open House *and must* visit the host business site to observe the culture, possible rotations and meet the instructor and job coaches prior to being selected to participate in Project SEARCH.
2. Submit the completed application by Friday March 30th, 2017 to:  
Evelyn Falconer  
Unicorn Village Academy  
21100 Ruth & Baron Coleman Blvd., Suite 200  
Boca Raton, FL 33428
3. If accepted:
  - The Selection Committee will review the application and match the student skill set and interests with the job sites within the Project SEARCH Program.
  - The student will be required to pass a criminal background check and/or drug screen.

### Please note:

\*The Selection Committee will include a UVA Project SEARCH instructor, representative(s) from the host business, a Department of Vocational Rehabilitation Counselor.

This application packet is utilized for both adult and high school transition candidates.

## Project SEARCH Application Packet Checklist

The Following must be completed and sent with the application:

- Completed Application Packet
  - Current Evaluation Team Report\*  
\*Include Most Recent Math and Reading Scores/Grade Levels
  - High School Transcript (or most recent High School Record)
  - School Transcript from any other formal training (if applicable)
  - Career UVA School Career Assessment
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The following must be taken to or sent prior to the IPE meeting:

- Proof of Health Insurance (Social Security determination if applicable)
- Photo
- Copy of Birth certificate
- Copy of social security card
- Copy of State ID or drivers license
- Shot/Immunization Record Or Copy
- Background check will be required by some locations.
- Drug screen will be required by some locations.



**APPLICATION FOR ADMISSION**

*Please complete and return to Unicorn Village Academy*

**A. Personal Data**

Name \_\_\_\_\_  
Last First Middle

Address: \_\_\_\_\_  
Street City Zip Code

School District of \_\_\_\_\_ School/program  
Residence: \_\_\_\_\_ Currently Attending: \_\_\_\_\_

Date of Birth: \_\_\_\_\_  Male  Female

Parent/Guardian Name: \_\_\_\_\_ Parent/Guardian e-mail: \_\_\_\_\_

Address: \_\_\_\_\_  
Street City Zip Code

Parent/Guardian Home Phone: \_\_\_\_\_ Cell Phone: \_\_\_\_\_

Work Phone: \_\_\_\_\_

Parents' email address \_\_\_\_\_

**B. Parent/Student Information:**

Final placement into this career major will depend upon the Individual Plan for Employment (IPE) Meeting and the selection committee. **A two-week trial period will be required of all accepted enrollees.**

**The student will seek competitive employment before the end of the 2017-2018 school year.**

Release: The student records concerning my son/daughter may be transferred to Unicorn Village Academy from his/her Affiliated School for review by the professional staff.

Parent/Guardian Signature: \_\_\_\_\_ Date: \_\_\_\_\_

Student Signature \_\_\_\_\_ Date: \_\_\_\_\_



## EMPLOYMENT BACKGROUND:

List jobs you do or have done in school or in the community (include volunteer work):

Employer/Organization	Job Title	Job Duties	Supervisor Name	Dates	Contact Number	Paid	Un-paid
		1. 2. 3. 4.				<input type="checkbox"/>	<input type="checkbox"/>
		1. 2. 3. 4.				<input type="checkbox"/>	<input type="checkbox"/>
		1. 2. 3. 4.				<input type="checkbox"/>	<input type="checkbox"/>

Have you ever been fired from a job?

Yes  No

If yes, please explain:

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Have you ever quit a job?

Yes  No

If yes, please explain:

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After the Project SEARCH program is completed, do you plan on getting and maintaining a  
Full time job  Or a Part time job?

Where or with  
what kind of  
Organization?

How many days/ hours  
per week ?

Where do you  
plan on living?

Home

Friends  Other \_\_\_\_\_

**TRANSPORTATION:**

How do you plan to get to Project SEARCH?

Palm Tran  Palm Tran Connection  Parents  Drive Self

**SERVICE AGENCIES:**

Do you have a Vocational Rehabilitation Counselor?

Yes  Counselor's Name \_\_\_\_\_ Phone Number: \_\_\_\_\_  
No

Are you receiving Social Security benefits?

Yes  No

**INDEPENDENT LIVING:**

Medications/ dosage/ Time of day taken by student

Medication	Dosage	Time of day

List any health or medical issues that may impact a successful job placement:

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Please list any limitations that may impact an internship rotation or employment:

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**BEHAVIORAL SUMMARY:**

Do you have any behaviors that might impact a successful job placement?

Yes  No

**Please Explain:**

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**STUDENT RESPONSE QUESTION**

Why do you want to come to Project SEARCH? (Student must complete)

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**List Three References (Non Related):**

	Name	Relation to you	Phone Number	Email Address
1.				
2.				
3.				



**This application has been completed by:**

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Name	Title	Phone Number	Date
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Signature







## Student Participation Contract\*

I, \_\_\_\_\_, understand that I have been accepted into the Project SEARCH program and must abide by the following terms and conditions:

- I understand Project SEARCH is a one year training program and I will actively pursue competitive employment when I have completed the program.
- I will complete at least three unpaid job rotations within the host business.
- I will attend the program every day as scheduled.
- I understand that the Project SEARCH program correlates with the Unicorn Village Academy calendar.
- I will dress appropriately and wear required attire.
- I will call my instructor and departmental supervisors when I am absent or tardy.
- I understand that I am responsible for transportation to the host site.
- I will learn to use public transportation when available.
- I will follow all the rules established by the program and host business.
- I will attend and be an active participant at our monthly meetings with my vocational rehabilitation counselor, parents, teachers, and business staff.
- At completion of the program, I will receive my high school diploma and pursue competitive employment.

I have read the above terms and conditions and agree to accept my placement in the Project SEARCH program. I understand that I may be asked to leave Project SEARCH if I fail to follow the terms and conditions.

\_\_\_\_\_  
Student Signature

\_\_\_\_\_  
Date

\_\_\_\_\_  
Parent/Guardian Signature

\_\_\_\_\_  
Date

***\*The student will be asked to sign this upon acceptance into the program at the IPE meeting.***

**Affiliated Counselor Use Only:**

**C.**

Please attach transcript and most recent report card

Total Credits to Date _____	Cumulative GPA _____
Does the student have the necessary credits for graduation? <input type="checkbox"/> Yes <input type="checkbox"/> No	
List Course Deficiencies:	1. _____ 2. _____
	3. _____ 4. _____
Days Absent: 11 <sup>th</sup> _____ 12 <sup>th</sup> _____	Times Tardy: 11 <sup>th</sup> _____ 12 <sup>th</sup> _____
Comments about Attendance: _____	
_____	
_____	

**Note: Student must have made arrangements to defer the High School Diploma.**

Counselor Comments: \_\_\_\_\_  
 \_\_\_\_\_  
 \_\_\_\_\_

Affiliated School Counselors Name: \_\_\_\_\_

Affiliated Counselors Signature: \_\_\_\_\_ Date: \_\_\_\_\_

**Project SEARCH entrance criteria:**

- Student must be at least 17 years of age.
- Student must have completed all requirements for graduation.
- Student agrees that this will be the last year of services, and will accept the diploma at the end of the Project SEARCH school year.
- Student must meet eligibility requirements for UVA.
- Student must have independent personal hygiene and grooming skills.
- Student must have independent daily living skills.
- Student must maintain appropriate behavior and social skills in school and workplace.
- Student must take direction to change behavior.
- Student must be able to communicate effectively.
- Student must have the desire to explore transportation options, including public transportation when available, and be trained to travel independently.
- Student must have previous successful experience in a work environment. (paid or unpaid)
- Student must have the ability to pass a drug screen and felony check.
- Student must have immunizations up to date.
- Student must have the desire to work competitively at the conclusion of the Project SEARCH program.

