



Urban Alliance Counselor Eligibility Form

Eligibility for the Urban Alliance **High School Internship Program** is contingent upon the student having a **half-day/authorized off campus schedule throughout their senior year**. Since our Interns work from 2:00pm-5:00pm, students must be out of school at/before 1:15pm in order to make it to work on time. Exceptions or modified student schedules will be considered on a case-by-case basis and will require Urban Alliance's approval.

Please fill out the following information confirming this student's eligibility for a half-day/authorized off campus schedule during their senior year.

Student: _____ School: _____ Grade: _____

Counselor: _____ Phone #: _____

Counselor email address (optional): _____

Students Cumulative GPA: _____ Student absences in junior year: _____

Please check the option that best reflects this student's senior year schedule as it stands right now:

- This student will have a half-day/authorized off campus schedule from September through June (FULL YEAR). This student will be dismissed at: _____
- This student will have a half-day/authorized off campus schedule from September to January. The schedule for the second half of the year cannot be determined at this time.
- This student will have a half-day/authorized off campus schedule from January to June. This student will be dismissed at: _____
- This student will have a half-day/authorized off campus schedule every other day.
 - Time out day 1: _____
 - Time out day 2: _____
- This student **will not** have a half-day/authorized off campus schedule.

Comments or Concerns:

Urban Alliance is the liaison between the Intern and the job site. All questions or concerns should be addressed to Urban Alliance at (202) 459-4300.

Counselor Signature: _____ Date: _____