



Application Process and Timeline 2024/25 Academic Year

- An info session is required of all applicants. Please contact the Instructor, Cassandra Poulis cpoulis@communitypartnersnh.org or (603) 334-2068
- Application Deadline: **March 8th, 2024**
- Two completed reference forms are **required**, preferably professional
- Documentation and/or evaluations or assessments must be included with the application 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
 - Attendance record
 - Other forms of evaluation or assessment (Psychological Evaluations, Vocational Evaluations, etc.)

- Skills Assessment & Interviews will be scheduled for **March 12,13, 2024**
- Acceptance Letters will be mailed **March 22, 2024**

Once Accepted

- Intent to participate form due **April 30, 2024**
- NH Vocational Rehabilitation cases must be opened by **June 1, 2024**
- The following documents must be submitted no later than **May 31, 2024**
 - A government-issued photo ID
 - A notarized Criminal Background Check Release Form. DO NOT send the form or fee to Concord. Community Partners will request a background check and submit it.
- Attend Class of 2024 Mandatory Orientation/Tour- **Fall 2024**
- A drug screen and medical clearance must be completed during the summer prior to the first day of class
- Occupational Health Services, 25 New Hampshire Avenue, Suite 105, Pease International Trade port, Portsmouth, NH 03801. Call 603-430-9675 for an appointment. Before starting internships, students have the option of receiving a flu shot at the hospital OR wearing a mask while on internships. Covid Vaccinations and a Booster is a requirement.

