



## Application Process and Timeline 2025/26 Academic Year

- An info session is required of all applicants.

Please contact the Instructor, Cassandra Poulis (603) 516-9554 or Director, Carla Smith (603) 817-7219

- Application Deadline: **March 7th, 2025**
- 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 **February 17<sup>th</sup>, 2025**
- Acceptance Letters will be mailed **February 21st, 2025**

### **Once Accepted**

- Intent to participate form due **March 24th, 2025**
- NH Vocational Rehabilitation cases must be opened by **May 30, 2025**
- The following documents must be submitted no later than **May 30, 2025**
  - 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 2025 Mandatory Orientation/Tour- **Fall 2025**
- 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.