



Host the future workforce

2018 LAW ACADEMY INTERNSHIP PROGRAM

Commitment deadline: February 28, 2018

Application: <http://bit.ly/SFUSDsummer18>

Why host?

- Tap into local talent early
- Give students an opportunity to practice what they are learning in their law academy class
- Inspire students to pursue careers in the legal profession

Logistics

- **Cost to employer to host: \$2,200**
- June 18–July 27, 2018
- 6 weeks; 20 hours per week
- Students are paid \$14 to \$15 per hour
- Included: Liability insurance, Workers' Compensation, and intern hourly wages
- San Francisco Unified School District (SFUSD) is the employer of record

Support from SFUSD

- SFUSD staff can work with you to craft a internship experience
- Case management support for students
- Career readiness coursework for students
- SFUSD staff monitors and collects time sheets

Thinking about hosting?

- Complete the application:
<http://bit.ly/SFUSDsummer18>
- The deadline to commit to hosting is February 28, 2018
- **Questions:** Email Bernadette Frias and Annie Yalon at workbasedlearning@sfusd.edu

See the following pages for additional information, including important dates and the application form.

Justice & Diversity
CENTER

OF THE BAR ASSOCIATION OF SAN FRANCISCO

To learn more, please contact:

Bernadette Frias and Annie Yalon at
workbasedlearning@sfusd.edu

2018 LAW ACADEMY INTERNSHIP PROGRAM

Summer Timeline

June 18 - July 27, 2018

IMPORTANT DATES TO KEEP IN MIND:

February 28	Deadline for Firm Host to Commit
March 1	Employer Sponsorship deadline sent to SFUSD (\$2,200 per intern)
April 4	Employer Orientation Location: United Way of the Bay Area, 550 Kearny Street, San Francisco, CA Time: 8:30 - 10:30 a.m.
April 10	Employer Orientation (Option 2) Location: United Way of the Bay Area, 550 Kearny Street, San Francisco, CA Time: 8:30 - 10:30 a.m.
April 18	Student Intern Applications Close
April 27 - May 3	Employers interview potential interns (Optional)
May 4	Employers notify SFUSD of student intern acceptance if applicable Employers submit via email or fax: 1) Intern Interview Assessment 2) Internship Referral Form
June 5	Employers notified of final student placement
June 13	Student Intern Orientation with SFUSD staff (Day 1)
June 14	Student Intern Orientation with SFUSD staff (Day 2)
June 18	First Day of Internship
July 26	Last Day of Internship at site
July 27	Internship celebration (Interns and Employers attend) Location and Time: TBD

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COMPANY NAME: _____

CONTACT PERSON: _____ TITLE: _____

PHONE NUMBER: _____ EMAIL: _____

We will be sponsoring _____ interns to participate in the Law Academy Internship program.

We agree to pay the following sponsorship for the above interns:

\$2,200 - SUPPORTS 1 INTERN

\$4,400 - SUPPORTS 2 INTERNS

\$6,600 - SUPPORTS 3 INTERNS

\$8,800 - SUPPORTS 4 INTERNS

OTHER: _____

WE CANNOT HOST A STUDENT INTERN, BUT WILL BE SPONSORING _____ INTERNS TO BE HOSTED BY ANOTHER FIRM/AGENCY

For Summer 2018, our firm/agency will need financial support for _____ interns.
(SFUSD does not guarantee assistance, but will let you know if it is available.)

PAYMENT INFORMATION:

Check is enclosed (please make payable to San Francisco Unified School District with a memo of: "SFUSD Fellowship 2018")

Please invoice us at the following address: _____

PLEASE MAIL CHECKS TO:

San Francisco Unified School District
Attn: Bernadette Frias, CTE Department
750 25th Avenue
San Francisco, CA94121

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