

## **Policy Information**

### **Series 3000 - Administrative, Personnel**

#### **Administrative Internship**

Policy # 3113, 1.1.3

## **POLICY**

1995 3113

Administration

### **SUBJECT: ADMINISTRATIVE INTERNSHIP**

The Board of Education recognizes its responsibility in providing an opportunity for persons training in the profession to be provided guidance in an internship program.

The Board of Education will, upon the recommendation of the District Superintendent, determine the disposition of each internship application on the merits of each individual case.

Each applicant will submit a detailed and comprehensive narrative application addressed to his/her immediate supervisor which clearly indicates how the internship will help the BOCES achieve its mission and how the proposed activities and tasks are designed to provide a meaningful experience for the applicant.

Appointment of an Administrative Intern will be made only if the proposed duties and responsibilities are in harmony with the mission of this organization and the opportunities for learning provided by this organization meet the needs of the individual seeking the internship.

Board Approved  
7/18/95

Adoption Date: 7/18/1995  
3000 - Administrative, Personnel

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