



Young Dawgs Expectations

Attendance Policy

Tardiness: Young Dawgs participants are expected to arrive on time to their internship sites. If students are going to be late, there must be a valid reason. The student should call ahead and notify the supervisor, school contact, and the Young Dawgs office. To leave early from an internship, the student should get **prior** approval from his/her supervisor. If students are having difficulty arriving on time, they should discuss their schedule with their supervisors and the Young Dawgs staff and make the appropriate schedule changes.

Absences: All absences must be excused. Students must notify their supervisors and the Young Dawgs office as soon as possible if they are going to be absent. One unexcused absence is grounds for dismissal from the program. After the third unexcused absence, the student will be dismissed from the program.

Personal Conduct

The students are representatives of the Young Dawgs Program. As such, they are expected to behave in a professional and respectful manner. Students must not use profanity at any time. Telephones in the offices are for business calls only and should not be used by the students for personal calls. Cell phones, mp3 players, and other electronic devices should be turned off by the students while at their internships.

Dress Code

While at their internships, students are expected to dress modestly and appropriately at all times. Attire requirements will be set by site supervisors

Expectations for students and parents

1. Student agrees to abide by the policies listed above.
2. Student will complete all project assignments on time.
3. Student agrees to do his/her best, and participate in all activities.
4. Student agrees to ask questions if something is not understood.
5. Student will provide an end of semester presentation/project.
6. Student agrees that misbehavior disrupts other students' learning. If a student becomes a behavior problem, he/she can be removed from the program.
7. Parent agrees to encourage and support his/her child to do his/her best as a Young Dawgs participant.

I have read and agree to the expectations listed above.

Student name _____

Signature _____ Date _____

Parent name _____

Parent signature _____