

## **TSIC Mandatory Annual Project Information & Instructions** **[Due April 1<sup>st</sup>]**

Hello TSIC Scholars!

It's that time of year again! Below is information on your annual project and the steps to complete it. This year's annual project will prepare you for completing college scholarships, employment applications and interviews. You will work on it at school and partner with your mentor to complete it.

### **TO DO:**

Instructions: Complete all the following items below. This can be completed with your mentor over several meetings. The due date is April 1st.

1. Complete Activity 36 "My Career Values" in the Mentor Toolkit (your mentor has a copy of the toolkit) under Section 4, Career Exploration and Workforce Readiness.
2. Consider a position you'd like to apply to in the future. Research the position and a company where you would like to apply.
3. Complete Activities 38-39 using the research you did.
4. Submit Activities 38, "Creating a Cover Letter," and 39, "A Winning Resume," to your College Readiness coach via email.

An electronic version of your resume and cover letter is preferred so you may edit or add to it in the future. Consider meeting in the media center if you don't have access to a laptop/tablet or ask your mentor if they can bring one.

### **DUE DATE:**

Monday, April 1, 2019

Please remember the mandatory project is a criterion of the Take Stock in Children Program as noted in your contract. Please contact us with any questions or concerns.

This project is mandatory for TSIC scholars in grades 9 through 11.

We can't wait to read all your submissions!