

Project SEARCH Application and Registration Process:

1. The application portal is open year-round.
2. Eligible interns include current graduating seniors and individuals between 18-28 with a disability that presents a barrier for employment. Tuition is required for Interns to attend the program. Interns that qualify for Vocational Rehabilitation will receive tuition assistance by Vocational Rehabilitation.
3. Intern/parent/support personnel complete research on Project SEARCH.
 - a. Attend West-MEC Project SEARCH Information Session
4. Intern completes online West-MEC Project SEARCH application at <https://wmec.axstudent.com/#/category/G3>
5. Interns who complete the application before the spring deadline will receive an interview.

Project SEARCH APPLICATION PROCESSING:

March

1. West-MEC Project SEARCH Staff reviews all received Applications for eligibility criteria.
2. West-MEC Project SEARCH Staff contacts each applicant and schedules the interview and assessment day and time.

April

1. All Applicants complete the interview and assessment day.
2. West-MEC Project SEARCH staff informs Interns of acceptance, waitlist, or denial status by email.
 - a. This information is also sent to Vocational Rehabilitation and if appropriate their home school.
 - b. Accepted interns receive instructions on steps needed to complete based on program requirements
 - c. Interns will sign an Intern Agreement Form.

May

1. West-MEC Project SEARCH Incoming new interns with their support person will attend mandatory Kick-Off meeting.
 - a. Transportation issues will be addressed
 - b. Vocational Rehabilitation issues will be addressed
 - c. Summer Expectations will be reviewed
 - d. Program Expectations will be reviewed

JULY-AUGUST

1. West-MEC Project SEARCH will hold mandatory orientations.
2. West-MEC Project SEARCH staff will continue to call Interns on the waitlist to fill empty seats through the first week of class.

ADDITIONAL RESOURCES AVAILABLE AT <https://west-mec.edu/project-search/>