

# If you are 16-20 and still middle or high school, you must follow the 2018 timeline below for Summer Employment

## 1 Apply Online

Apply online at  
[www.summeryouthemployment.org](http://www.summeryouthemployment.org)  
Between February 26<sup>th</sup> – March 23<sup>rd</sup>

**No applications will be accepted past the deadline.**  
Residents outside the City of Rochester must meet 200% of Poverty Income Guidelines (this information can be found on our website).

## 2 Supporting Documentation

All students are required to bring a photocopy of the following list of **supporting documentation** to the **locations on the given dates and times listed below**. Please do not mail or fax supporting documents, they will not be accepted.

- Photo ID
- Your **signed** social security card
- Your work permit (not applicable for those 18+ years of age by May 31, 2018)
- Most recent report card
- Application Signature Report

Drop Off Dates	Drop Off Location
March 12 <sup>th</sup> – March 17 <sup>th</sup>	Recreation Administration Office located at 400 Dewey Avenue, Rochester, NY 14613 Monday, Tuesday, Thursday, Friday 2:00 pm – 6:30 pm <b>No documents will be collected on Wednesdays.</b>
March 18 <sup>th</sup> – March 29	Edgerton R Center located at 41 Backus Street, Rochester, NY 14608 Monday, Tuesday, Thursday, Friday 2:00 pm – 6:30 pm <b>No documents will be collected on Wednesdays.</b>

## 3 Parent Orientation

Parent/Guardian is invited to a **Optional One-hour Parent Orientation** at East High School, 1801 East Main St, Rochester, NY 14609. RSVP is not required. Parent/Guardian can attend one of the days listed below. **Late arrivals will not be allowed to enter.** Though encouraged, youth are not required to attend.

Wednesday, February 28, 2018 6 pm – 7 pm  
Wednesday, March 14, 2018 6 pm – 7 pm (English & Spanish)  
Wednesday, March 28, 2018 6 pm – 7 pm

## 4 Provider Fair

All eligible students are required to attend the Mandatory Provider Fair. Invitations to this event will be emailed to eligible students.

## 5 Interviews

All eligible youth will be contacted in late May regarding an interview and their next steps.



CHERYL DINOLFO  
COUNTY EXECUTIVE



City of Rochester, NY  
Lovely A. Warren, Mayor  
Rochester City Council



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