

SJCOPA Mentorship Program 2011 – Application

Dear SJC Students,

Following its successful launch in 2008, SJCOPA is continuing the above Program this summer which we hope will be helpful to your development as a member of St. Joseph's, as well as to your future career. Under this Program, one or more SJC students (mentees) will be assigned to spend time during the summer vacation with an Old Boy (the mentor) at his work place with a view to sharing the mentor's work and life experience.

This is not meant to be an internship program. The mentees are NOT expected to perform any work or provide any service to the mentor's firm/company. Specifically, there is no relationship of employment.

It is hoped that, through this Program, SJC students can learn more about the work involved in different disciplines and fields; that they can develop a correct and mature attitude towards work and inter-personal relationship; that they can receive guidance and advice as to their career choice and that bonding between present and past Josephians can be fostered.

- 1-week sessions either 18-22 July 2011 or 22-26 August 2011.
- Mentees will be issued standard Mentoring Program Certificate on satisfactory completion.
- Student intake: 50 on first-come-first-served basis.
- If you want to apply for admission to the Program, please fill in the application form and return the same duly signed **to School Office by 12 noon on Wed 8 June 2011.**

**SJCOPA
3 May 2011**

<p>Full Name and address of student : English: Chinese: Address:</p>	<p>Mobile phone: Email: Name and contact method of person to contact in case of emergency contact: Relationship between you and your emergency contact (e.g. father, mother)</p>
<p>Class completed & stream: <input type="checkbox"/> Form 5 _____ <input type="checkbox"/> Form 6 _____ <input type="checkbox"/> Form 7 _____</p>	<p>Latest results in brief: (This is NOT an admission or selection criteria; it doesn't matter how well or badly you did at school. It is only for the reference of potential Mentors)</p>
<p>Previous work placement experience (if any): Name of company: _____ Nature of business: _____ Time (year/month and duration): _____</p>	<p>Intended career: <input type="checkbox"/> _____ <input type="checkbox"/> Undecided</p>
<p>To indicate your preferred Session and Industries, please go to page 2.</p>	<p><i>My application includes the completed /signed Declaration.</i></p> <p><i>Student Signature:</i></p> <p><i>Date:</i></p>

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<p>Session <i>(Please indicate your first preference by writing “1” (for first choice) and “2” (for second choice) in the appropriate boxes. If you are only available during one timeslot, just put a tick in the box next to that timeslot. If you have no preference, put a tick in the “no preference” box.):</i></p> <p><input type="checkbox"/> 18-22 July 2011</p> <p><input type="checkbox"/> 22-26 August 2011</p> <p><input type="checkbox"/> No preference</p>	<p>Industries <i>(You can indicate your preferences for at most TWO groups of industries below. Please indicate your first preference by writing “1” (for first choice) and “2” (for second choice) in the appropriate boxes.):</i></p> <p><input type="checkbox"/> Advertising & Public Relations</p> <p><input type="checkbox"/> Accountancy, Banking & Finance</p> <p><input type="checkbox"/> Medicine & Dentistry</p> <p><input type="checkbox"/> Legal (Solicitor and Barrister)</p> <p><input type="checkbox"/> Architecture & Engineering</p>
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Declaration

I, **[Name of student]** _____, hereby apply for admission to the above Program and I understand, declare and agree that:

1. All application details above are true and correct.
2. Depending on the number of applications received by SJCOPA, I may only be assigned to a one week program with a mentor from one of my preferred industries, or I may not be able to be assigned to a mentor at all. If so assigned, I will complete the Program.
3. The decision of the SJCOPA on any matters arising out of the Program will be final.
4. The relationship is NOT an employment relationship and therefore there will be no remuneration or allowance provided.
5. I may or may not see a lot in the 1-week program, but the chance of guidance from an old boy mentor in his routine work week is invaluable in itself.
6. I will comply with dress code, work hours and other instructions of the assigned Old boy mentor and/or his representative and will attend a casual gathering of mentors /mantees after the Program (if so arranged).
7. I understand that some mentors may not require my full attendance during one or more days of the week.
8. The Program will occur ONLY on the specified 1 week periods. There will be NO rescheduling of the program weeks and the mentorship session will not be broken into separate parts to be completed outside of the specified dates.
9. This is purely an educational program and no commercial activities are intended or allowed. I understand that mentors are not supposed to be selling or offering to sell anything (whether in the form of their, or their company's or employer's, products or services) to, or soliciting anything (money or otherwise) from, me or my family. The mentors have been reminded that they should not do so. I will report to SJCOPA in writing as soon as practicable if any of the above were to happen. I further understand that SJCOPA has not authorized any such offers or solicitations by mentors and that if I (or my family) choose to accept such offers or make any payments, we do so at our own risks and SJCOPA shall not be responsible for any consequence or loss suffered.
10. I will complete and return my assessment report to the OBA within 3 days of completion of my program. Except where necessary for this report, I will keep all matters in relation to my assigned mentor's work, business, organization and clients confidential at all times.
11. The SJCOPA, the assigned Old boy mentor, his organization and the SJC accept no liability whatsoever for any injury, loss and damages that I may suffer as a result of my participation in the Program, and I hereby waive all my rights against them.

Student's Signature:

Date:

I, **[Name of parent]** _____, hereby confirm my son's application to the above Program and I also understand, declare and agree to all the matters above.

Parent's Signature:

Date: