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/