

References Due to guidance counselors by: Friday, March 8, 2019.
Final Submission Due Date: Friday, March 15, 2019



CREATING ENTREPRENEURIAL
OPPORTUNITIES

**Creating Entrepreneurial Opportunities
(CEO) Class
2019-2020 Student Application**

Dear Applicant:

The Creating Entrepreneurial Opportunities (CEO) Class Board of Directors welcomes your application to participate in the 2019-2020 CEO Class.

CEO is a year-long course that partners local businesses in the learning process with students.

- Students visit area businesses,
- learn from guest speakers,
- plan and run a class business,
- start and operate their own businesses.

Business concepts learned through the experiential CEO class are critical; the 21st century skills of problem solving, teamwork, self-motivation, responsibility, higher order thinking, communication and inquiry are at the heart of student development throughout the course.

Students get themselves to wherever the class meets for 1 ½ hours each school day from 7:45-9:15 a.m. in a variety of businesses. The class is completely supported financially by our CEO Business Investors and Friends of CEO. Businesses provide funding for the class materials and facilitator salary, expertise, meeting space, business tours and one-on-one mentoring.

The attached application must be completed in full and returned to your guidance counselor on or before March 15, 2019. You will be notified of your acceptance status by April 8, 2019. The decision of the judges is final and no exceptions will be made.

Thank you for your interest in CEO. We look forward to reviewing your application.

CEO Board of Directors

**This year's Montgomery CEO Marketplace Trade Show will be the evening of Tuesday, May 7th at Lincoln Land Community College Auditorium in Litchfield. Attending the Trade Show provides a great opportunity to visit with current CEO students and learn about their businesses. It is strongly recommended for future CEOs and parents to attend.

Student Name _____

Male Female

Home Address _____

Street Number Street or Route City State Zip

Student Telephone (_____) _____ Student Date of Birth ____/____/____

Email address _____

Name of High School _____ Current Grade Level _____

Parent or Legal Guardian's Full Name _____

Parent or Legal Guardian's Home Address (if different than above) _____

Parent or Legal Guardian's Telephone (_____) _____ (if different than student number)

Parent email addresses _____

Student Statement and Signature

- I certify that to the best of my knowledge all of the information I have provided is accurate and that the work submitted is my own.
- I acknowledge that information about my selection to the CEO Class and the projects that I develop in CEO may be shared with the public.
- I understand that it is my responsibility to return this form and the required attachments to my guidance counselor. I further recognize that it is my responsibility to stay in touch with my guidance counselor to ensure that the application is filed in complete form and submitted in a timely manner.
- I agree to participate in a formal interview process prior to my selection to the program, if requested.
- I understand that if I am selected and participate in the CEO Class, I am making an ongoing commitment to remain engaged with the CEO Program as an alumnus or alumnae.

Applicant's Signature _____ Date: _____

Parent/Guardian's Statement and Signature

- I have reviewed the information on this form and give my permission for my child to proceed with the application process. I authorize my child's school and its employees to release any information necessary for this application.
- I recognize that it is my child's responsibility to ensure that the complete application is filed in accordance with the stated deadline.
- I understand that the application becomes the property of the school and cannot be returned.

Parent/Guardian Signature _____ Date _____

APPLICATION RATING SYSTEM:

- Personal Narrative Statement – 60 Points
- 1 Academic Character Reference (Teacher, School Administrator or Guidance Counselor) – 25 Points
- 1 Additional Character Reference (Non-Family Member. Ex. Employer, Youth Group Leader, Coach. Applicants are encouraged to have a businessperson complete a character reference.) – 15 points

PERSONAL NARRATIVE STATEMENTS (60 points):

- Please submit the narrative as a one-page separate document, typed, double-spaced, 12 point font, with 1” margins.
- Please **do not staple** the application or place it in a folder. **Simply paper clip the pages together.**
- Applicant name should be at the top right of the narrative page.
- Please address the following topics in your narrative.
 1. **Why are you are interested in the CEO Class?**
 2. **Introduce yourself to the selection committee. Please provide examples of your personality, work style, skills, and goals. Let them know why you are a Future CEO.**
 3. **If you have ever started or considered starting your own business, please describe that idea or business as a part of this narrative.**

REFERENCES (40 Points Total)

Please request two Character Reference Forms as follows:

- One Personal Reference (15 Points)
- One Academic Reference (25 Points)

Please deliver your completed application, and two references to your guidance counselor by Friday, March 15th. If your letters of reference are being mailed to your guidance counselor, the letters must be due to that office by: Friday, March 8, 2019.

Guidance counselors will send the completed applications directly to the following address within 3 days:

CEO Applicant
c/o Hillsboro Chamber of Commerce
447 S Main St #1
Hillsboro, Illinois 62049

Due Date to Student or Guidance Counselor: March 8, 2019

Place in a sealed envelope. Please refrain from using the student's name in your comments. Thank You.

CHARACTER REFERENCE QUESTIONNAIRE: for _____

(Student name):

	Excellent	Good	Average	Below-Average
Motivation	_____	_____	_____	_____
Work Ethic	_____	_____	_____	_____
Responsibility Level	_____	_____	_____	_____
Communication	_____	_____	_____	_____
Initiative	_____	_____	_____	_____
Character	_____	_____	_____	_____
Maturity	_____	_____	_____	_____
First Impression	_____	_____	_____	_____
Sense of Humor	_____	_____	_____	_____

How long have you known the applicant? _____

Are you related in any way? _____ (if yes, please state relationship)

Why do you believe the applicant is well-suited for CEO? _____

How do you feel the student will be able to handle the responsibility of attending class off-campus, driving to and from class, meeting with community leaders, and representing CEO? _____

Additional comments regarding student concerns, challenges, special qualities or any other information that is important for the committee to consider may be attached to the application, if needed.

Name (print) _____ Business Personal

Address: _____ Phone # _____

Signature _____ Date _____

Please return this form to the student or to the guidance counselor on or before March 8th.

Due Date to Student or Guidance Counselor: March 8, 2019

Place in a sealed envelope. Please refrain from using the student's name in your comments. Thank You.

CHARACTER REFERENCE QUESTIONNAIRE: for _____

(Student name):

	Excellent	Good	Average	Below-Average
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Maturity	_____	_____	_____	_____
First Impression	_____	_____	_____	_____
Sense of Humor	_____	_____	_____	_____

How long have you known the applicant? _____

Are you related in any way? _____ (if yes, please state relationship)

Why do you believe the applicant is well-suited for CEO? _____

How do you feel the student will be able to handle the responsibility of attending class off-campus, driving to and from class, meeting with community leaders, and representing CEO? _____

Indicate your recommendation for the applicant:

- Highly recommend
 Recommend
 Recommend with reservations
 Not recommended

Please explain why you allocated this rating

Name (print) _____ Title: _____

School: _____ Phone # _____

Signature _____ Date _____

Please return this form to the student or the guidance counselor before March 8^h.