



CareerSource Central Florida Summer Youth Program

Frequently Asked Questions for Parents

Q: What is the Summer Youth Program?

A: The Summer Youth Program is an employment initiative offering valuable summer work experience for young adults aged 14 to 19.

Q: Do participants need to be enrolled in high school to join the Summer Youth Program?

A: Yes, participants must be enrolled in high school. Students graduating in 2026 are eligible to participate.

Q: What is the age range for students to join the Summer Youth Program?

A: Students must be between 14 and 19 years old. To be eligible, students must turn 14 by May 30th.

Q: How can I access the Summer Youth Program Application?

A: The Summer Youth Program application can be found on the [CareerSource Central Florida website](#). If the student is under 18, a parent/guardian signature is required on the forms during the application process. If the student is 18 or older, no parent/guardian signature is needed.

Q: What tracks are available through the Summer Youth Program?

A:

- **EXPLORE:**
 - For students aged 14-15 who are uncertain about their future career path.
 - Explore different careers, experience a day-in-the-life, and discover college life and financial aid.
 - Earn up to \$1,200 up to 5 weeks.
- **ENGAGE:**
 - For students aged 15-16 who have a general idea of the field they want to pursue (IT, Business, Culinary, Hospitality, etc.).
 - Build a project portfolio, receive career training, and explore workplaces.
 - Earn up to \$1,200 up to 5 weeks.

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- **EXPERIENCE:**

- For students aged 17-19 looking for resume-worthy work experience.
- Participate in a 4-week paid internship in high-demand fields, earning \$15/hr for up to 30 hours/week.
- Potential to extend employment beyond 5 weeks, upon prior approval from CSCF.
- Receive mentorship, workplace training, and more.

Q: Can students work more than 30 hours per week in the Experience track?

A: No, students cannot exceed 30 hours per week, which covers Monday through Sunday.

Q: What counties are included in the Summer Youth Program?

A: The program is available in Orange, Osceola, Seminole, Lake, and Sumter counties.

Q: Can I assist my child during the application process or while they participate?

A: While we appreciate your support in gathering necessary documents, we encourage direct interaction between CareerSource staff and your child. This helps them develop professional skills. Parents are welcome to listen during phone calls, especially if the student is under 18.

Q: What if the student doesn't live in one of the five counties served by the program?

A: Students must reside in one of the five counties. If not, they may be referred to another CareerSource office for available services.

Q: What documents are required for program eligibility?

- Proof of Date of Birth
- Social Security Number Documentation
- Student's Photo ID
- Proof of Residency (in one of the five counties: Osceola, Orange, Lake, Sumter, Seminole)
- Proof of Income (e.g., TANF/SNAP Letter, free/reduced lunch, recent pay stubs, tax returns, unemployment verification, or disability payment verification)

FRL Request Emails and link - Orange

County <https://app.smartsheet.com/b/form/91cbb15c706847d3a3e0d3045725cd59> (once the details are submitted, students will receive an email that includes the attached letter that has to be uploaded to the portal)

- **Orange County:** meal.applications@ocps.net
- **Seminole County:** mymealbenefits@scps.us

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- **Osceola County:** foodservice@osceolaschools.net
- **Lake County:** icsb-foodservicesdept@lake.k12.fl.us (Note: Students must pick up the letter in person or wait for it to arrive via mail. They do not send letters in Lake County.)

Q: What if my household income is over the eligibility limit?

A: We strive to assist as many students as possible, and thanks to the generous contributions from our partners, we can support some students whose household income exceeds the eligibility guidelines. Availability is limited and offered on a first-come, first-served basis.

Q: How can I contact CareerSource Central Florida for more information?

A: Each student will have a Career Consultant who will assist during the application process. For any questions, students can contact their consultant directly.

Q: Can the student choose their employer in the Experience track?

A: Yes. Students in the Experience track will log back into the portal, once directed to do so, and select their **top 3 employer choices**. From there, **job requirements and eligibility criteria** will determine placement. Students may also have the opportunity to interview with employers before final placement.

Q: What if the student doesn't have transportation?

A: We will make every effort to place the student in a location accessible by public transportation.

Q: How often will students be paid?

A: Students in the Experience track will be paid weekly via direct deposit. Please note, the first week of work is considered a "hold" week and will not be paid until the following week.

Students in the Explore and Engage track will be paid twice during the duration of the program.

Payments for **Explore** and **Engage** students depend on their Weekly Rating Score. Students will be evaluated using a rating rubric in the following categories: attendance, quality of work, attitude, and engagement. Students can earn up to 25 points in each category. The stipend amounts are as follows based on their rating:

- 80 to 100 points: \$240
- 60 to 79 points: \$200
- 40 to 59 points: \$100

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- 20 to 39 points: \$50
- 0 to 19 points: \$0

Q: What if a student does not receive their paycheck or stipend on the scheduled payday?

A: For **Experience track** students, Manpower (the employer of record) handles payroll. Students should contact Manpower’s customer service for assistance. For **Explore or Engage track** students, please contact their Career Consultant for help.

Q: What are the next steps? How will I know what to do or where to go? Will I receive an email?

A: Students will receive email notifications as they progress through the application process. **All communications must be sent to a personal email address or a parent/guardian’s email address; school-issued email accounts cannot be used.** Students may also receive updates via phone, text, or email from their Career Consultant. Applicants can track their application status through the customer portal.

Q: What is the updated application process for enrollment?

A: The enrollment process now follows three key steps:

1. **Interest Form Submission** – Complete the interest form to indicate your interest in the program. Once your form is received, your name is placed in a queue for review.
2. **Case Manager Review & Confirmation** – A case manager will review your submitted information and contact you by phone to confirm the accuracy of the details provided. If you meet the basic qualifications, you will receive two separate emails:
 - The first email will include a password reset.
 - The second email will include the link to log in and complete the full application.
3. **Application Review & Placement** – After your completed application is reviewed, the team will determine approval and placement.

Important Notes:

- **Responsiveness Matters:** Spots are limited, especially for preferences like location or specific worksite assignments. Active engagement, checking your email frequently and responding quickly—greatly increases your chances of securing your preferred options.

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- **Parents/Guardians Must Be Present for Ages 14–17:** Applicants in this age range will need a parent or guardian to be present, as signatures are required on certain enrollment forms.
- **Stay Updated:** You may also receive updates via phone or text from your Career Consultant, so make sure your contact information is current.

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