

**Application Due by  
Tuesday, December 19th**



---

CREATING ENTREPRENEURIAL  
OPPORTUNITIES

---

## **2018-2019 Student Application**

Dear Applicant:

The Creating Entrepreneurial Opportunities (CEO) Class Board of Directors welcomes your application to participate in the 2018-2019 CEO Class.

CEO is a year-long course designed to utilize partnerships that provide an overview of business development and processes. The local business community partners with area schools to create project based experiences for students by providing funding, expertise, meeting space, business tours and one-on-one mentoring. Students visit area businesses, learn from guest speakers, participate in a class business, write business plans, and start and operate their own business. Business concepts learned through the experiential CEO class are critical; the 21<sup>st</sup> 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.

The class meets for 1½ hours each school day from 1:30 – 3:00 pm in a variety of businesses. The class will be facilitated by an entrepreneur fully licensed by the Illinois State Board of Education. The class will be completely supported financially by our CEO Business Investors.

The attached application must be completed in full and returned to your school counselor on or before Tuesday, December 19<sup>th</sup>. You will be notified of your acceptance status by January 31<sup>st</sup>, 2018. 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

More information regarding the CEO program and Randolph County CEO program is available from the following websites: [www.randolphceo.com](http://www.randolphceo.com).

Thank you for your interest in the CEO Program.

As a member of the CEO class, you'll be challenged in new and exciting ways, and you'll learn from some of the best and brightest business minds around. In addition, you'll have the opportunity to develop a lasting network of business and community contacts. The class meets for 1 ½ hours each school day from 1:30 – 3:00 pm at various business locations in Randolph County and you will spend time outside of school following through with the work of the class.

The program expectations are:

**Excellent Attendance** is necessary for success in the class. This course is experienced based including opportunities to learn from a variety of presenters and business tours it is essential to be there. So plan now to be in class every day. The class meets in a variety of places throughout the year. Students are expected to be on time no matter where we meet. CEO schedule may vary from your school schedule. A full CEO Class Schedule will be provided prior to starting the program.

**Professional Attire** is our standard because we meet in businesses we dress in business attire. Modest blouses, skirts, dress pants, kakis and polo shirts are fine. Flip-flops, tennis shoes, t-shirts, jeans or shorts are not appropriate. Your instructor will guide you when there are special requirements for a tour or activity.

**Transportation** is Your Responsibility therefore to insure your safety is protected we will need information about your drivers license and auto insurance.

**Technology Tools** are part of the work and learning environment. We recommend you have a laptop, or tablet for use in the class. You will want to note information about and from class presentations, keep track of contact information from businesses and guests as well as utilize the Internet in class.

If for any reason these standards present a problem for you the CEO facilitator know so that we can work through these issues with you and remove any roadblocks to your success.

## **APPLICATION RATING SYSTEM:**

- Interview with CEO Board of Advisors – 70 Points
- School Counselor Character Reference – 10 Points
- 2 Additional Character References – 10 Points each

## **INTERVIEW WITH MEMBERS OF CEO BOARD OF ADVISORS (70 points):**

- A member of the Randolph County CEO Board of Advisors will contact you to schedule an interview.
- Interviews will be held at your school.

## **REFERENCES (30 Points Total)\***

Please request three character reference forms as follows:

- One Personal Reference (*i.e.: Teacher, Coach, non-family member*) **(10 Points)**
- One Business Reference (*Note: If you are not employed, you may submit 2 Personal References*) **(10 Points)**
- One High School Counselor Reference **(10 Points)**

**NO MORE THAN 2 PERSONAL AND/OR BUSINESS REFERENCES CAN BE SUBMITTED.**

**Please deliver a character reference form (*included in this packet*) to the individuals that you have chosen to complete a reference on your behalf. Completed character references must be sent directly to:**

CEO Applications  
C/O Okaw Regional Vocational System  
#1 Taylor Street, Room 101  
Chester, IL 62233

\*All completed reference forms must be received by the due date noted on the front page of the application. Please submit your application (*application form and personal statement*) to your school counselor. The school counselor will be responsible for collecting CEO applications, providing counselor recommendation forms for each applicant, and delivering completed applications to the ROE. Personal and/or business references must be sent directly to the ROE.

2018-2019 Randolph County CEO CLASS APPLICATION Blind Judging # \_\_\_\_\_

Date Due to School Counselor: **Tuesday, December 19<sup>th</sup>, 2017**

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 \_\_\_\_\_  
(If you are a senior and have previously applied to the CEO Class, please check here \_\_\_\_)

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 school counselor. I further recognize that it is my responsibility to stay in touch with my school 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.*

Applicant 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 \_\_\_\_\_



**CHARACTER REFERENCE QUESTIONNAIRE FOR:** \_\_\_\_\_

(Student's name)

	<b>Excellent</b> (Top Notch)	<b>Good</b> (Solid-Strong Potential for More)	<b>Average</b> (Acceptable in most situations)	<b>Below-Average</b> (Not Acceptable)	<b>N/A</b> (No Basis for Judgement)
Motivation	_____	_____	_____	_____	_____
Work Ethic	_____	_____	_____	_____	_____
Collaborative	_____	_____	_____	_____	_____
Responsibility Level	_____	_____	_____	_____	_____
Communication	_____	_____	_____	_____	_____
Initiative	_____	_____	_____	_____	_____
Character	_____	_____	_____	_____	_____
Maturity	_____	_____	_____	_____	_____
First Impression	_____	_____	_____	_____	_____
Problem Solving	_____	_____	_____	_____	_____
Responds Appropriately to Criticism	_____	_____	_____	_____	_____
<b>Overall Recommendation</b>	_____	_____	_____	_____	_____

How long have you known the applicant? \_\_\_\_\_ Are you related in any way? \_\_\_\_\_

How do you feel the student will be able to handle the responsibility of:

	<b>No Concerns</b>	<b>I Have Concerns</b> (Please Explain Below)	<b>N/A</b> (No Basis for Judgement)
Attending class off-campus?	_____	_____	_____
Driving to and from class?	_____	_____	_____
Meeting with community leaders?	_____	_____	_____
Representing his/her high school and the CEO Program?	_____	_____	_____

*Optional:* 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. This is a blind application process. **Please refrain from using the student's name in your comments.**

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

Name (print) \_\_\_\_\_ Referral Type:  Business  Personal  
 Address: \_\_\_\_\_ Phone # \_\_\_\_\_  
 Signature \_\_\_\_\_ Date \_\_\_\_\_

**Please mail this form to:** CEO Applicant, C/O Randolph County CEO Program, #1 Taylor St., Room 101, Chester, IL 62233

# RANDOLPH COUNTY

---

## *What is CEO?*

The *Creating Entrepreneurial Opportunities* (CEO) program is a year-long course designed to utilize partnerships that provide an overview of business development and processes. The local business community partners with area schools to create project based experiences for students by providing funding, expertise, meeting space, business tours and one-on-one mentoring. Students visit area businesses, learn from guest speakers, participate in a class business, write business plans, and start and operate their own business. Business concepts learned through the experiential CEO class are critical; the 21<sup>st</sup> 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.

***Learn more about the Randolph County CEO program and how you can support the class in a variety of ways by visiting [www.randolphceo.com](http://www.randolphceo.com) or [www.ROE45.org/CEO](http://www.ROE45.org/CEO).***

### **Do Not Provide Reference to Applicant**

Mail by December 21<sup>st</sup>, 2017 to:

CEO Applicant  
C/O Randolph County CEO Program  
#1 Taylor Street  
Room 101  
Chester, IL 62233

**CHARACTER REFERENCE QUESTIONNAIRE FOR:** \_\_\_\_\_

(Student's name)

	<b>Excellent</b> (Top Notch)	<b>Good</b> (Solid-Strong Potential for More)	<b>Average</b> (Acceptable in most situations)	<b>Below-Average</b> (Not Acceptable)	<b>N/A</b> (No Basis for Judgement)
Motivation	_____	_____	_____	_____	_____
Work Ethic	_____	_____	_____	_____	_____
Collaborative	_____	_____	_____	_____	_____
Responsibility Level	_____	_____	_____	_____	_____
Communication	_____	_____	_____	_____	_____
Initiative	_____	_____	_____	_____	_____
Character	_____	_____	_____	_____	_____
Maturity	_____	_____	_____	_____	_____
First Impression	_____	_____	_____	_____	_____
Problem Solving	_____	_____	_____	_____	_____
Responds Appropriately to Criticism	_____	_____	_____	_____	_____
<b>Overall Recommendation</b>	_____	_____	_____	_____	_____

How long have you known the applicant? \_\_\_\_\_ Are you related in any way? \_\_\_\_\_

How do you feel the student will be able to handle the responsibility of:

	<b>No Concerns</b>	<b>I Have Concerns</b> (Please Explain Below)	<b>N/A</b> (No Basis for Judgement)
Attending class off-campus?	_____	_____	_____
Driving to and from class?	_____	_____	_____
Meeting with community leaders?	_____	_____	_____
Representing his/her high school and the CEO Program?	_____	_____	_____

*Optional:* 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. This is a blind application process. **Please refrain from using the student's name in your comments.**

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

Name (print) \_\_\_\_\_ Referral Type:  Business  Personal  
 Address: \_\_\_\_\_ Phone # \_\_\_\_\_  
 Signature \_\_\_\_\_ Date \_\_\_\_\_

**Please mail this form to:** CEO Applicant, C/O Randolph County CEO Program, #1 Taylor St., Room 101, Chester, IL 62233



# RANDOLPH COUNTY

---

## *What is CEO?*

The *Creating Entrepreneurial Opportunities* (CEO) program is a year-long course designed to utilize partnerships that provide an overview of business development and processes. The local business community partners with area schools to create project based experiences for students by providing funding, expertise, meeting space, business tours and one-on-one mentoring. Students visit area businesses, learn from guest speakers, participate in a class business, write business plans, and start and operate their own business. Business concepts learned through the experiential CEO class are critical; the 21<sup>st</sup> 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.

***Learn more about the Randolph County CEO program and how you can support the class in a variety of ways by visiting [www.randolphceo.com](http://www.randolphceo.com) or [www.ROE45.org/CEO](http://www.ROE45.org/CEO).***

### **Do Not Provide Reference to Applicant**

Mail by Thursday, December 21<sup>st</sup>, 2017 to:

CEO Applicant  
C/O Randolph County CEO Program  
#1 Taylor Street  
Room 101  
Chester, IL 62233

**Randolph County CEO Program**

Blind Judging # \_\_\_\_\_

SCHOOL COUNSELOR QUESTIONNAIRE FOR: \_\_\_\_\_

(Student's name)

	<b>Excellent</b> (Top Notch)	<b>Good</b> (Solid-Strong Potential for More)	<b>Average</b> (Acceptable in most situations)	<b>Below-Average</b> (Not Acceptable)	<b>N/A</b> (No Basis for Judgement)
Motivation	_____	_____	_____	_____	_____
Work Ethic	_____	_____	_____	_____	_____
Collaborative	_____	_____	_____	_____	_____
Responsibility Level	_____	_____	_____	_____	_____
Communication	_____	_____	_____	_____	_____
Initiative	_____	_____	_____	_____	_____
Character	_____	_____	_____	_____	_____
Maturity	_____	_____	_____	_____	_____
First Impression	_____	_____	_____	_____	_____
Problem Solving	_____	_____	_____	_____	_____
Responds Appropriately to Criticism	_____	_____	_____	_____	_____
Attendance	_____	_____	_____	_____	_____
<b>Overall Recommendation</b>	_____	_____	_____	_____	_____

How long have you known the applicant? \_\_\_\_\_ Are you related in any way? \_\_\_\_\_

How do you feel the student will be able to handle the responsibility of:

	<b>No Concerns</b>	<b>I Have Concerns</b> (Please Explain Below)	<b>N/A</b> (No Basis for Judgement)
Attending class off-campus?	_____	_____	_____
Driving to and from class?	_____	_____	_____
Meeting with community leaders?	_____	_____	_____
Representing his/her high school and the CEO Program?	_____	_____	_____

*Optional:* 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. **Please refrain from using the student's name in your comments. Thank You.**

\_\_\_\_\_  
 \_\_\_\_\_  
 \_\_\_\_\_

Name (print) \_\_\_\_\_  School Counselor  
 School: \_\_\_\_\_ Phone # \_\_\_\_\_  
 Signature \_\_\_\_\_ Date \_\_\_\_\_

**Please attach completed form to the Student Application.**