



William T. Dwyer High School  
13601 N. Military Trail  
Palm Beach Gardens, FL 33418  
Phone: 561-625-7858 Fax: 561-691-1098



Joe DePasquale, Principal  
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Emily Ferris, Academy of Finance  
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February 7, 2018

Dear Prospective Business Partner:

As a successful professional and leader in the community, we are requesting your involvement in a very special program to help our high school students become leaders of tomorrow. You are among a select group of business leaders that we have chosen to help us identify internship opportunities for an exceptional group of William T. Dwyer High School students for the summer of 2018.

These students are part of the Academy of Finance Magnet Program. The business and finance magnet program offers qualified and motivated students the chance to study a college preparatory curriculum with a special focus and emphasis on course work related to business management, accounting, and finance.

One of the most unique elements of the magnet program is a requirement for students to participate in a paid Internship Program during the summer following their junior year. We are currently planning for the summer of 2018, when we will have about 60 students prepared for this program. Attached you will find a one page overview and a job description form.

These students have proven motivation and a solid understanding in business basics. We are confident that they will be able to make a contribution to the operation of organizations such as yours. Interns are required to have a minimum of 150 hours in a business environment.

In addition to gaining the use of a skilled and highly motivated worker, you will be making an invaluable contribution to the education and career development of a promising young person and future leader in our community. If you have questions after reviewing the attached materials, please feel free to call me at (561)625-7882 or email: emily.ferris@palmbeachschools.org.

If you are interested in hiring a student, please return the enclosed Job Description Form. We will then be in contact with you to arrange interviews. You may e-mail it to me or fax it to (561)691-1098. Thank you for your consideration.

Sincerely,

*Emily Ferris*

Emily Ferris  
Department Chair & Academy of Finance Educator