

Dear CPS Teachers and Support Personnel,

We're excited to announce that applications for Internal Employees are now available for this year's Summer School - and will be open through **Monday, May 9th**.

Summer school is a critical opportunity for many of our students, and by working at one of our summer sites, you'll be supporting them as they work towards a stronger start for next year. By creating a class environment where students develop the skills, attitudes and knowledge needed to provide a good foundation for next grade education in accordance with their individual ability, your role will help us achieve the ambitious goals we've mapped out for all students in our district.

To apply, visit the [CPS HR4U](#) website, and click on the yellow banner advertising the Summer School application. Applications will be accepted from now through Monday, May 9th. (Note that you'll need to sign in using your CPS username and password to access the application.) Once the application is complete and submitted:

- The Talent Office will send email confirmations within 24 hours (or the next business day) confirming that your application has been received.
- You should expect to receive notification of your Summer School status and next steps in the first week of June.

For more information on the positions available, and their requirements, please review the [2016 Summer School Position Requirements](#). Hiring processes for Summer School will follow Chicago Teachers Union's guidelines.

For additional information regarding the Summer School application and employment opportunities, you can review the [2016 Summer School Application Information](#), or email sscandidatesupport@cps.edu for further assistance.

We wish you the best,

Talent Acquisition Office