December 19, 2015

Dear parents and guardians of 8th grade students:

We are pleased to announce a great opportunity for fifteen 8th grade students - the 2015 Novartis Pharmaceuticals Corporation Multicultural Teen Corporate Mentoring Program. This program will provide your child the opportunity to learn more about careers in the scientific/business field and to experience a corporate environment. Student will “shadow” a Novartis employee and work on a project with a team of teens from other schools in NJ. The event culminates in an awards ceremony and dinner at Novartis for students and their parents.

This program will be held during Link's Spring Break, from April 6 through April 9, 2015. Novartis provides the program as well as breakfast and lunch and Link provides the transportation to and from Novartis' East Hanover headquarters.

If your child is interested, he/she must return the attached forms to me by Monday, January 12, 2015 so we have time to submit them to Novartis. The forms are:

- Application - student completes
- Emergency Contact Information - parent completes
- Novartis photo release - parent completes
- Novartis liability form - parent completes

If you child is selected for the program we will notify you as soon as we hear from Novartis, and we will provide you with additional details and a final permission slip.

If you have any questions, please contact me at 973.642.0529 or mtimoney@linkschool.org.

Regards,

Maura Timoney
Student Life Coordinator
Novartis Pharmaceuticals Corporation Multicultural Teen Corporate Mentoring Program Application

Name______________________________________ ____________________________________________

Address ___________________________________________________________ City, State, Zip ________________________________

Home Phone _____________________ Parent Cell Phone ___________________ Student Cell __________________________

E mail _____________________________________

What area of a corporation are you interested in? Please read through carefully.
• Behind the scenes action at Novartis' Town Halls and other events? Choose Audiovisual/Creative.
• Cooking, inventory, stations, banquets and other events? Choose Catering.
• Internal/external communications, branding and public relations? Choose Communications.
• Building layout, design and more? Choose Engineering.
• Crunching numbers? Choose Finance.
• Staffing, employee development/maintenance? Choose Human Resources.
• Cyber infrastructure at Novartis? Choose Information Technology.
• Keeping Novartis protected and operating within the guidelines of the industry? Choose Legal.
• Deciding on price points and packaging for Novartis brand products? Choose Marketing and Sales.
• Not sure what you are interests are? Choose Other.

I would like to sign up for (see above):
First Choice: __________________________________________________________
Second Choice: ______________________________________________________
Third Choice: ________________________________________________________

Tell us about yourself?

What are your career goals?

Turn over for more of the application.
What are your plans for high school, and then beyond?

What extra-curricular activities are you involved in? (sports, clubs, dancee/music, etc.)

Other Interests?
Emergency Contact Information

Parent of Guardian Name _________________________________________________________ (print)

Parent Phone #1 __________________________________________ (where parent can be reached during program hours)

Parent Phone #2 __________________________________________ (where parent can be reached during program hours)

If parent is not available, please notify: (provide two emergency contacts)

Name ________________________________________ Phone # _________________________

Name ________________________________________ Phone # _________________________

Food Allergies: Please list.

Additional Medical Information About your Child. Please list.
Audiovisual Release Form

For good and valuable consideration, the receipt of which I hereby acknowledge, I, the undersigned, hereby give my full and complete permission, without reservation or restriction, for my child to be photographed (still, motion) and/or tape-recorded (audio, video) by employees and/or agents of Novartis Pharmaceuticals Corporation.

I understand and agree that I am hereby waiving any and all claims and right to payment relating to the use, including broadcast, of said photographs, slides, films, videotapes, audiotapes, or other audiovisual representations taken or made of my child, provided however that said use is limited to medical, professional, educational, promotional or informational purposes. I further waive any rights my child or I may have under any federal or state privacy laws or regulations.

__________________________________________  ______________________________
Signature                                              Date

__________________________________________  ______________________________
Name of parent / guardian (print)                      Name of child (print)

__________________________________________
Address

__________________________________________
City, State, Zip

__________________________________________
Telephone

__________________________________________
Witness
Novartis Pharmaceuticals Corporation
Multicultural Teen Corporate Mentoring Program

Dear Parent and/or Legal Guardian,

I, _________________________________, am the parent and/or legal guardian of _________________________________, a minor, who I agree will participate in NPC Multicultural Teen Corporate Mentoring Program from April 06, 2015 to April 09, 2015 (“Corporate Mentoring Week”). I understand that participation in Teen Corporate Mentoring Week is completely voluntary.

I understand that through Teen Corporate Mentoring Week, participating students will be offered an opportunity to receive guidance and exposure to an array of career options available in the corporate sector.

Activities will include guest speakers, onsite mentor shadowing with Novartis employees, a half day or shadowing a Novartis Sales Representative throughout NJ/NYC metro area, a day of caring, a mock marketing presentation by the students, and a health policy debate. I understand that students who participate in shadowing of a sales representative will be driven in cars by sales representatives on calls to physician offices in the New York/New Jersey Metropolitan area. At the end of the half-day, all participants will then be driven by private bus back to Novartis Pharmaceuticals Corporation’s campus. I also understand that participants may be shuttled between Novartis’ East Hanover and Florham Park campuses by private bus during the week, in order to shadow Novartis employees based on their location.

I understand that the program will end with an extended day on Thursday, concluding with dinner and an awards ceremony. Novartis reserves the right to terminate participation in Corporate Mentoring Week if, in the opinion of the Company, the participant fails to conduct him or herself appropriately.
Novartis Pharmaceuticals Corporation, its employees, and agents and are hereby released from liability for all actions taken in good faith during the week.

Parent/Guardian Signature ____________________________________________
Name of Minor ______________________________________________________
Date _________________________