

**APPLICATION FOR INTERNSHIP
PROGRAM IN HIGHER EDUCATION
DEPARTMENT OF EDUCATIONAL LEADERSHIP AND POLICY STUDIES**

Selection of students for internships is a joint responsibility of program faculty and the administrators of the offices providing the internships. Available positions are filled only when a qualified candidate is available who has interests compatible with the internship position and has the potential to make contributions to the office providing the experience.

If you are interested in applying for an internship, please complete and return this form to the program head (Margaret Miller). Do not submit this form if you already have a placement.

1. Name: _____ Program: _____

Local address: _____

Telephone: (____) _____ Research fee or full tuition needed? _____

Health insurance needed? Y N Will be in-state resident? Y N

2. Previous internships, including 2010-2011:

Office _____ Dates _____

_____ Dates _____

_____ Dates _____

3. List in priority order the internships in which you are interested:

1. _____

2. _____

3. _____

4. _____

On a separate sheet of paper, provide a succinct statement of your expectations of the internship. What are you seeking from the experience? What abilities, interests, and knowledge do you possess that will contribute to the office (be specific – e.g., list not just “computer skills” but which programs you can use). Attach one copy of this statement and enough copies of a current *curriculum vitae* for the number of offices to which you want to be referred for interviews.