

Internship Application Checklist

STUDENT STATUS IDENTIFICATION (check one):

- I am a high school AP Student seeking credit for a school project (Under 18*).
 - I am a high school AP Student seeking credit for a school project (Over 18).
 - I am a college Junior/Senior seeking a 3-credit internship to graduate.
 - I am a graduate student seeking a specialized research opportunity for credit.
- * Students under 18 must request a special parental permission form from their school.*

Full Name: _____

Email: _____

SCHOOL & ADVISOR IDENTIFICATION:

- My school currently participates in Philo4Thought's internship initiative.
- My school does not currently participate in Philo4Thought's internship initiative.

Name of School: _____

School Address : _____

Name of Department/Program: _____

Name of Dean/AP of Guidance: _____

Email of Dean/AP of Guidance: _____

Name of Faculty Advisor: _____

Email of Faculty Advisor: _____

REQUESTING CONSIDERATION FOR THE FOLLOWING INTERNSHIP OPPORTUNITIES:

Select one or more of the following based on your college major.

- Research & Programming
- Hospitality/Event Planning
- Marketing/Public Relations
- Graphics/Media/Animation
- Science & Technology
- Business/Finance
- Writing/Editing

REQUESTING CONSIDERATION FOR _____ SEMESTER:

- 3-month Fall (deadline APRIL 15TH)
- 3-month Spring Internships (deadline AUGUST 15TH)
- Intensive 2-month Summer Internship (deadline FEBRUARY 15TH)

CHECKLIST FOR SUPPORTING DOCUMENTS:

- PDF of cover letter and resume (*the only documents to be submitted by the student*).
- Official School Transcript & Status Verification.
- 2 Formal Letters of Recommendation.
- Letter of Verification from the Registrar's Office confirming registration.
- Sample Syllabus outlining agreement of total hours and tasks to complete.

PLEASE EMAIL P4TINFO@GMAIL.COM TO SPEAK WITH OUR COMMITTEE CHAIR OR FOR ASSISTANCE IN PREPARING YOUR SAMPLE SYLLABUS.