

Part I. Applicant Information

First Name *

Last Name *

Student ID Number *

E-mail *

ex: myname@example.com

Phone Number *

-

Area Code

Phone Number

Address *

Street Address

Street Address Line 2

City

State / Province

Postal / Zip Code

Please Select

Country

Current Class Level *

Graduation Year *

Amount Requesting *

GPA *

Major *

Major

(if double majoring)

Minor

Part II. Internship Information

Do you currently have a summer internship placement secured? *

☒ Yes

☐ No

☐ Other

Internship Site

Name of Organization

Title of Internship

Type of Organization

Hours Per Week

Length of Internship

Location of Internship

Street Address

Street Address Line 2

City

State / Province

Postal / Zip Code

Country

Part III. Upload Your Resume

Please upload the resume that you submitted while applying for internships.

Resume *

No file selected

Please name your file: First Name Last Name - Resume

Part IV. Essay

Prepare and upload an essay (3 page maximum, double spaced) that clearly addresses the following questions:

- How will the successful completion of this internship relate to your future career and/or academic

plans?

- What are your duties and responsibilities in this internship?
- How will the award impact your ability to complete your internship?

Essay *

Choose File No file selected

Please name your file: First Name Last Name - Essay

Part V. Budget Estimate (for paid internships only)

If you have secured a paid internship, you must submit a budget estimate using the Miller Internship Award Budget Template. Please be as specific as possible. Paid internships will be considered only if the internship stipend total is less than \$4600.

If your internship experience is unpaid, you do not need to include a budget estimate, as the award amount is fixed in such cases. Please skip to Part VI.

Budget

Choose File No file selected

Please name your file: First Name Last Name - Budget

Part VI. Recommendations

Your application must include at least one faculty recommendation. **Please instruct all recommenders to submit this form: <http://form.jotformpro.com/form/50206366872961>**

The recommender should be able to assess your personal initiative, motivation, and suitability for the internship. Share appropriate details of the internship with your recommender, and ask them to address the following:

- Your motivation to conduct the work associated with the internship
- Your ability to work as part of a supervised team
- Specific skills and qualities that make you suitable for the internship

The recommendation is due by the application deadline of April 3, 2015. Therefore be considerate of your recommender's time and be sure to plan ahead.

Who will be submitting a letter(s) of recommendation on your behalf? *

Part VII. Letter of Intent from Internship Site Supervisor (optional)

It is highly recommended that you have your internship site supervisor provide a letter **clearly outlining the duties and responsibilities** of your internship and **describing the amount of supervision** you will receive throughout your internship.

Please upload the letter below.

Letter of Intent from
Internship Site
Supervisor

Choose File No file selected

Part VIII. Terms & Conditions

If granted a Miller Internship Award, the recipient must accept and complete the requirements indicated below.

Students who are studying abroad or have extenuating circumstances that limit their ability to meet the requirements below must contact the Career Development Center in order to maintain eligibility.

- Attend a mandatory internship orientation workshop and follow-up individual internship planning session
- Complete an internship at the site noted on your application
- Submit a letter confirming acceptance from an internship site
- Complete intern evaluation and facilitate completion of supervisor evaluation
- Participate in recipient poster session on September 16, 2015.

Failure to complete the above stated requirements will result in the forfeiture of award funds.

By signing this application you are giving the Career Development Center permission to request academic transcripts from Lewis & Clark on your behalf. It is important to understand that these transcripts will be a part of your application and that refusal to grant such permission will exclude you from consideration.

Your signature on this application is also signifying the following statement:

I hereby certify that I have provided accurate information on this application. I understand that the Miller Internship Selection Committee, in considering me for this award, will review my transcript and other supporting documents. I hereby authorize and consent to that review.

I agree to the terms
and conditions stated
above.

- ☐ Yes
☐ No

Signature

Clear

Date/Time

01 - 28 - 2015 at 7 : 50 PM

Month Day Year Hour Minutes

Submit