**2020 WILLIAMS ALUMNI SPONSORED INTERNSHIP PROGRAM APPLICATION**

**Today’s Date: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ Application Deadline 02/23/2020 April 4/26/2020**

**Name\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ Class\_\_\_\_\_\_\_\_\_\_\_ Student ID\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_**

**Major\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ Concentration \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_**

**Your Home Address\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_**

**City\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ State\_\_\_\_\_\_\_\_\_\_\_ Zip Code\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ Country\_\_\_\_\_\_\_\_\_\_\_\_\_**

**E-mail\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ SU Box \_\_\_\_\_\_\_\_\_\_\_\_\_\_ Cell Phone \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_**

**The following question concerning summer housing is for statistical purposes only.**

**Summer housing: \_\_\_\_\_\_Living at Home \_\_\_\_\_ Living with Family/Friends \_\_\_\_\_On Campus**

**\_\_\_\_\_Renting \_\_\_\_\_\_\_\_\_\_\_Estimated Cost of Monthly Rent**

**\_\_\_\_\_Other Housing Arrangement (please explain)\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_**

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**The following question is asked for statistical purposes only.**

**Have you utilized the ‘68 Center for Career Exploration (Circle Yes or No)? If yes, please list (examples: career**

**advising appointments, walk in hours, attended Career Treks or How’d You Get There? programs or specific**

**workshops, Job Shadowing, Venture Pitch Competition, WS Courses: SPEC 21, SPEC 19, SPEC 26, SPEC 30, etc.)**

**\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_**

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**Name of Organization\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_**

**Organization Web Address**\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

**City\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ State \_\_\_\_\_\_\_\_\_\_\_\_\_Country\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_**

**Supervisor\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ Supervisor’s Title: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_**

**Supervisor’s E-Mail \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ \_\_\_\_Supervisor’s telephone number \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_**

**Please name the industry that best describes your sponsoring organization. \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_**

**Are you paying a fee for this summer internship (Circle Yes/No) If, Yes, Amount Paid\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_**

**Are you receiving a stipend from this organization? (Circle Yes or No) If Yes, Amount\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_**

**Were you awarded an Alumni Sponsored Internship Program Grant in a previous year? \_\_\_\_\_\_ When\_\_\_\_\_\_\_\_\_\_\_**

**Please check one of the following statements:**

**\_\_\_\_\_\_I am receiving funding for the summer of 2020 from a Williams College Academic Department/Program**

**or Administrative Office. Name Administrative Department/Program or Administrative Office and type**

**of funding.**

**\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_**

**\_\_\_\_\_\_\_I have applied for 2020 summer funding from Williams College Academic Departments/Programs or**

**Administrative Offices and am waiting to hear if I am receiving funding.**

**Please list applications submitted (CES, Summer Fellowships, Summer Science Research, Humanities Funds,**

**Linen funding, Mellon Mays Undergraduate Fellowship, Allison Davis Research Fellowship etc.)**

**\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_**

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**\_\_\_\_\_\_I am not receiving any funding for the summer of 2020 from any Williams College Academic Departments/**

**Programs or Administrative Offices.**

**Please note: If you accept any other funding/grants from any Williams College academic departments/programs or**

**administrative offices for any projects during the summer of 2020 you are not eligible to receive the**

**Alumni Sponsored Internship Program Grant.**

**In order to be eligible for the ASIP Grant, currently enrolled first-years, sophomores and juniors must be in**

**good standing with Williams College. The $3,800 ASIP Grant is considered taxable income.**

**I have provided you with accurate information and read the information above. I am in good academic standing**

**and I understand that the ASIP grant $3,800 is considered taxable income.**

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**Print Name**

**\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_**

**Signature Date**

**In order to apply for the ASIP Grant, student must obtain an unpaid or low stipend full-time summer internship.**

**We define full-time as 35-40 hours per week for at least 8 weeks. Students must submit the following documents**

**via Handshake before the ASIP Application Deadlines:**

**\_\_\_\_ASIP Application Form and Response to the 6 questions (all in one document)**

**\_\_\_\_Your Resume (We strongly recommend that you have your resume reviewed by a Career Advisor.)**

**\_\_\_\_2020 Internship Supervisor Verification Form (See additional form).**

**You will find the job posting on Handshake labeled 2020 Alumni Sponsored Internship Program (Round 1).**

**Round 1 Deadline: Sunday, February 23, 2020 at 11:55 p.m.**

**Round 2 Deadline: Sunday, April 26, 2020 at 11:55 p.m.**

**If you have any questions, please contact Dawn M. Dellea, Manager of Alumni & Parent Engagement Programs at**

**ddellea@williams.edu**

**2020 WILLIAMS ALUMNI SPONSORED INTERNSHIP PROGRAM APPLICATION-QUESTIONS**

**Please answer the following questions:**

1. **How did you learn about this summer internship? (200-word max)**
2. **Describe the organization (Please use your own words) and its mission (250-word max)**
3. **What is your internship description? Please include any projects that you will be working on this summer. (250-word max)**
4. **What interested you in this organization? How does this summer internship build upon your previous experiences (professional, academic or volunteer)? or If this is the first time that you are exploring this industry, why did you choose it? (300-word max)**
5. **What professional and/or academic objectives do you hope to achieve? How will this summer internship help you achieve these goals? (300-word max)**
6. **What expenses do you anticipate during your summer internship? (For example, housing, transportation, food, clothing, supplies for summer internship, etc. (250-word max)**