

SUMMER INTERNSHIP PROGRAM APPLICATION

Application deadline is March 9, 2012. All materials must reach the Student Employment Office by this date.

Note: You must be enrolled in Fall 2012

Directions: A separate application must be turned in for each internship posting you are interested in being considered for. Additionally, you will also need to attach two letters of reference and a resume to include your complete employment history and any volunteer service along with each Internship application. If you are an International student, employment eligibility will need to be verified by the Immigration Services Associate and attached.

PVAMU reserves the right to cancel your invitation/selections if unforeseen events occur.

Summer Internship Posting Number: _____

Demographic Information:

First name:

Middle Initial:

Last name:

Date of birth:

Will you be 18 years of age by the start of the program in May:

Gender:

Citizenship status:

Ethnicity:

Contact Information:

Home Address:

Home City:

Home State:

Home Zip Code:

Email address:

(NOTE: This email address will allow you to receive notification from us)

Home Phone:

Alternate Phone:

Permanent Address:

Permanent City:

Permanent State:

Permanent Zip Code:

Permanent Phone:

Student ID #:

Have you completed your FAFSA for 2011-2012 or 2012-2013? Yes No

Education:

Numbers of hours completed by the end of Spring 2012: _____ hrs.

Have you enrolled for the Fall semester: Yes No

(NOTE: You must be enrolled by May 1, 2012 for the Fall semester)

Major Field of Study:

Overall GPA:

Are you a Senior?: Yes No

If you answered "Yes", please answer the following questions:

Will you graduate in May? Yes No

Are you a senior who will graduate in December? Yes No

Background:

How did you find out about this program?

Choose all statement(s) that apply:

- I attended a high school in a school district where at least 50% of students were from economically disadvantaged backgrounds.
- I attended a high school where at least 70% of students were from economically disadvantaged backgrounds.
- I work to pay 10% or more of my college tuition and living expenses
- I work to support my family
- I come from a household where English is a second language
- Neither of my parents attended college

International:

International students currently enrolled at PVAMU are also eligible to apply and participate in this program and the International student must meet the requirements below.

Are you an international student studying at PVAMU: Δ Yes Δ No

Home Country: _____

A Social Security number is required for participation in the program. Do you have one? :

Δ Yes Δ No

If no, please see Immigration Services (Rm. 107, Harrington Science Bldg.) for social security account number eligibility and procedures.

Are you an undergraduate student seeking Summer Internship? : Δ Yes Δ No

If you are an undergraduate or graduate student, are you applying for a 20 hour a week internship program? :

Δ Yes Δ No

If no, are you applying for an Internship that is more than 20 hours a week? : Δ Yes Δ No

If yes, you will need to qualify for Summer Internship by contacting the Immigration Services Associate (Rm. 107, Harrington Science Bldg.) You will be subject to Homeland Security's "Curricular Practical Training (CPT)" regulations.

Selection Process: *Please check the steps completed*

- Must be currently enrolled as an undergraduate or graduate student in Spring 2012

- Have achieved 60 hrs. of completion at the conclusion of Spring 2012
- Have at least a 2.0 GPA and be in good standing
- Be eligible to work in the U.S.
- Commit to working the entire Internship experience consisting of 20 - 35 hours per week
- Have paperwork completed and turned by the deadline date of March 9, 2012
- Be registered for classes in Fall 2012
- Completed internship application, resume and two letters of reference. If International, employment eligibility to be verified and attached

All the conditions above **must be met** to be considered for the internship.

All students who turn in a **completed** application will be notified of their status via email.

Only the applicant can request information regarding their application/materials. Information will not be released to anyone calling on behalf of the applicant.

Pay Scale for Summer Internship Program:

Junior \$ 13.00/hr.

Senior \$ 15.00/hr.

Graduate \$ 17.00/hr.

Deadlines for Summer Internship Program:

- Postings open March 1 - March 7, 2012
- Application is to be submitted to the Student Employment Office in the Harrington Science Bldg., Rm. 111 **NO LATER** than March 9, 2012 at 5 p.m.
- Applications to be reviewed by the Office of Student Employment March 12 – March 30, 2012
- Department offering internships will be conducting interviews by April 13, 2012
- Notification regarding the award or denial of Summer Internship will be communicated by April 20, 2012.
- Student Employment Office to process Summer Internship employment paperwork April 3 – May 11, 2012
- Orientation of Summer Interns will be conducted on May 15, 2012 or June 1, 2012 **ONLY**

The Student Employment Office will **not** be available to take your phone calls
after
March 30, 2012