

Fall 2017-Spring 2018
Arts Management
Internship Scholarship
\$1,000

Bruce & Barbara Conroe Arts Management Internship
Scholarship

Please complete the attached application form and submit by the **May 5th, 2017** deadline. The Internship Scholarship Committee will review all scholarship applications and one student will be selected.

Instructions and Guidelines

Selection Criteria:

1. Students must have an overall **GPA of 2.5** or higher and meet the internship requirements established by the office of Experiential Education, or designee, in consultation with the **Lougheed Festival of the Arts** Advisory Committee, or designee. At a minimum, the student must:
 - ♦ Exhibit a **passion for the arts**, and
 - ♦ Possess the skills and qualities required to assist in the running of an **Arts Festival**
2. Students must enroll in an academic internship for the **entire academic year**
3. Preference shall be given to students studying **Arts Management**.
4. The student must have a faculty sponsor: and
5. The student shall work closely with the Director of Public Affairs, or designee, and the Campus Events Coordinator, or designee and perform duties as assigned.
6. Students must report an internship for credit on BearTracker and upload their internship proposal into the online system.
7. Students must submit a letter stating why they need and deserve the Scholarship and explain their passion for the Arts.

When reporting an internship for credit on BearTracker, students should describe in detail and pay special attention to the following selections:

Marketable Skills:

- ♦ Successful candidates will describe in detail what marketable skills they hope to develop through their internship experience.

Relation to Major or Degree:

- ♦ Successful candidates will describe in detail how their internship relates to their academic major or degree of study.
- ♦ Successful candidates must also explain how their course work relates to their desired internship.

Anticipated Learning Outcomes:

- ♦ Using the BearTracker module, students will describe in detail what they expect from their experience (i.e. expected learning outcomes, impact on course study).

Deadline to Apply: May 5th, 2017 by 4:30pm*

Application form on reverse side

SUNY Potsdam Internship

Scholarship Application Form

Name: _____

Potsdam P # _____

Major: _____

Overall GPA: _____

Class Year: _____

Anticipated Graduation Date: _____

Phone #: _____

Potsdam Email: _____@potsdam.edu

Internship site name and location: _____

Phone Number: _____

How many credit hours are you planning to take for this academic internship? _____

Please complete the following components for setting up your internship:

_____ Report an Internship for Credit on BearTracker

_____ Upload Internship Proposal on BearTracker

_____ Student Letter

Signature: _____

Date: _____

Office use ONLY:

Received Application: _____

GPA Verification: _____

Internship Site Verification: _____

Submit your completed form and student letter to Toby White, Center for Applied Learning, Crumb 107.