Please complete the attached application form and submit by the April 8th, 2016 deadline. The Internship Scholarship Committee will review all scholarship applications and one student will be selected.
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 or 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: April 8th, 2016 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: ____________________