



Education and Career Services

Stockbridge-Munsee Community

P. O. Box 70

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Bowler, Wisconsin 54416

Phone: 715-793-4353 Fax: 715-253-2436

<https://www.mohican.com/education-and-career-services/>



COLLEGE INTERNSHIP APPLICATION

Internship Year: ____ - ____

First Name

Last Name

Application Checklist Review

- Completed and Signed Application Form/ Tribal Enrollment
- College/ University Transcripts/ Recent Grade Report / Copy upcoming class schedule
- 2-3-paragraph Personal Statement/ Double spaced, size 12 font Times New Roman;
- Resume

The College Internship is a PAID summer program. (\$20/hour for the year 2020)

STATEMENT OF PURPOSE

Stockbridge-Munsee Community supports practical training so students who pursue internships during their undergraduate years are better prepared to enter the job market after graduation. They have a wonderful opportunity to develop a clear idea of the kind of work they like or don't like. They gain skills in writing, speaking, working as members of a team, and possibly specialized skills in technical fields. More important, student interns become familiar with the real world of work, learn about government agencies, non-profit organizations and businesses, and they make contact and network with potential employers and professionals in their fields. Some recruiters believe that undertaking an internship during college is the smartest step a student can take toward a first job.

ELIGIBILITY

Stockbridge-Munsee enrolled members must be enrolled full-time in an accredited/ certified institution are eligible to apply for an internship placement.

- Applicants must have a **minimum GPA of 2.0;**
- The **earliest** a student may intern is **after completing at least 12 credits;**

SUBMITTING YOUR APPLICATION

This application form along with all the required documents must be submitted to the Adult/Youth Career Counselor by the **first Thurs of May** in order to be considered a complete application. A completed application includes the following:

- Application form including all personal contact information and questions answered;
- Recent resume including school and professional experiences;
- 2-3-Paragraph Personal Statement about your major and what your career goals or plans are for your future in that field;
- Paper must be typed and double spaced, size 12 font Times New Roman;
- Grade Report including the most recent completed semester;
- Proof of Stockbridge-Munsee Enrollment
- Copy of upcoming class schedule.
- College/ University Transcripts

Applications missing any of the above materials WILL NOT be considered for an internship placement if the deadline has passed.

COLLEGE INTERNSHIP APPLICATION

1. STUDENT INFORMATION

First Name	MI	Last Name	DOB	Student ID#
Street Address	City	State	Zip Code	Primary Phone

2. EMERGENCY CONTACT

In case of emergency, notify:

Name:	Relationship:	Primary Phone:	Work Phone:
Address	City:	State:	Zip Code

3. ACADEMIC INFORMATION

College/ University Attending:	College/ University Address:	City:	State:	Zip:
College/ University Phone #:	Declared Major/ Minor	Expected Graduation Date:		
Please indicate what grade level you will be in for the upcoming semester: <input type="checkbox"/> Freshman <input type="checkbox"/> Sophomore <input type="checkbox"/> Junior <input type="checkbox"/> Senior <input type="checkbox"/> Graduate/ Professional				

4. EMPLOYMENT/ HISTORY (please include past and present employment. Attach additional pages if necessary)

Employer/Company Name	Phone Number	Address
Job Title	Start Date	End Date
Reason for Leaving		
List duties and responsibilities		

Employer/Company Name	Phone Number	Address
Job Title	Start Date	End Date
Reason for Leaving		
List duties and responsibilities		

Employer/Company Name	Phone Number	Address
Job Title	Start Date	End Date
Reason for Leaving		
List duties and responsibilities		

I certify that the information on this form is true and correct. I authorize the Education and Career Services Department to process my application, including supporting documents and verify the information contained in it. I further release other parties, including schools and governmental programs, to provide requested information to the Stockbridge-Munsee Education and Career Services Department so it may process my application. I understand that the falsification or material omission of information shall be grounds for the denial of services and may result in legal action against me. I agree to abide by the program requirements outlined in the Stockbridge-Munsee Education and Career Services Program's Handbook in relation to services provide based on my application and understand that I may have appeal rights under that Handbook.

Customer Signature	Date	Career Services Specialist Signature	Date
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