



The City
University
of
New York

FALL 2011

***THE CITY UNIVERSITY OF NEW YORK
WOMEN'S PUBLIC SERVICE
INTERNSHIP PROGRAM***

APPLICATION AND INFORMATION



Edward T. Rogowsky Internship Program In Government and Public Affairs

The City University of New York

365 Fifth Avenue, Room X110

New York, New York 10016

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Web: www.etrinternship.org

THE CITY UNIVERSITY OF NEW YORK ***WOMEN'S PUBLIC SERVICE*** ***INTERNSHIP PROGRAM***

Announcement and Information

The City University of New York is pleased to offer a new and exciting Fall internship opportunity in New York City for selected students. The Program will be coordinated by the Edward T. Rogowsky Internship Program in Government & Public Affairs and designated officers at each of the City University's colleges. The CUNY Women's Public Service Internship Program will provide highly qualified individuals the opportunity to learn by doing in the offices of selected legislators working to benefit women and promote women's issues in New York.

Applications and Deadlines:

Applications are now available from your Campus Faculty Coordinator or Student Affairs Office, or can be downloaded from the Edward T. Rogowsky Internship Program website at www.etrinternship.org. Applications and all supporting materials must be submitted to designated college officers by **July 15, 2011!**

Eligibility:

The Program is open to any student who has completed 30 credits by the Fall 2011 term. Any major may apply, but students who wish to be considered should demonstrate an interest in women's issues and policies in New York. Applicants must carry a 3.0 GPA, and must submit 2 confidential faculty recommendation forms along with their applications.

Award: CUNY will award \$2,000 to each student.

Academic Component and College Credit:

Selected participants will be eligible to earn academic credit by enrolling in a seminar and internship course on their college campus.

Internship Placements:

Interns will be expected to serve 10-15 hours per week for the duration of the fall semester. Placement will be in the local offices of female legislators at the city, state and national levels.

For further information please contact your Campus Faculty Coordinator, designated college officer, or by visiting our website: www.etrinternship.org

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Please type or print clearly:

Banner ID: _____

1 - Name: _____
(First) (Last)

2 - Gender (Please circle): M F

3 - Social Security #: _____-_____-_____

4 - Date of Birth: ____/____/____

5 - Home Address: _____

6 - Home Telephone #: _____

7 - Pager/ Wireless #: _____

8 - E-mail: _____

9 - Circle Current Status: Freshman Sophomore Junior Senior

10 - Status Expected Next Fall: Sophomore Junior Senior Graduate

11 - Colleges Attended (Please begin with the college you are currently attending):

Name of College _____ Major: _____

Degree: _____ Date Expected / Received _____ Current Cumulative GPA _____

Name of College _____ Major: _____

Degree: _____ Date Expected / Received _____ Final Cumulative GPA _____

**Please note: Applicants must include an OFFICIAL transcript
from the college they are currently attending.**

**Application and all supporting documents, as described in this application, must be
returned to your designated college officer no later than July 15, 2011.
Please see checklist at the end of this application.**



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15 - In addition to substantive work, all internship assignments have clerical components. These may include answering the phone, filing, typing and performing other administrative duties assigned by the work supervisor. Please describe how you feel about performing clerical assignments.

16 - Attached you will find 2 "Confidential Recommendation" forms. Please ask 2 faculty members to evaluate your ability to serve as an intern in the CUNY Women's Public Service Internship Program. Each faculty member must return the recommendation form to you in a sealed envelope (with the faculty member's signature across the envelope flap). You will submit the sealed recommendation forms with your application.

17 - Please attach a résumé

All of the information provided is true to the best of my knowledge. I understand that all materials submitted with this application will not be returned and are for use in connection with my acceptance and placement in the CUNY Women's Public Service Internship Program. I have answered all questions as directed and enclosed all of the required supporting documents. I will notify the Program immediately if I withdraw my application for any reason.

Application checklist:

- Official Transcript (see your registrar's office)
- Completed application (three pages)
- Narrative (approximately two pages) Item 12
- 2 Confidential Recommendation from Faculty members (in sealed envelopes) Item 16
- Résumé - Item 17

Printed Name: _____

Signature: _____ **Date:** _____

INTERNSHIP OFFICE USE ONLY

Designated Officer: _____ **Department:** _____

Date: _____ Admit Decline Alternate Reapply

