

The 1835 Internship Fund – Application Guidelines

DESCRIPTION

Established by a gift from Oberlin alumni, the fund was named “The 1835 Fund” to commemorate the admission of African American students to the College.

The fund serves to reinforce and model successful career paths for African American students after Oberlin. It will provide mentoring opportunities for students of color with an emphasis on African American students as they participate in a career development activity over Winter Term.

APPLICATION REQUIREMENTS

- Projects or internships must have an identified Alumni Mentor. The Mentor must be an Oberlin alumni, but does not have to also be the supervisor of the internship.
- You must have secured an internship offer. **You may apply for funding if you have not yet received an official offer, but funding is contingent on a secured internship.*

OR

- You must have a defined career development related project. In this case the Alumni Mentor needs to be the supervisor of the project.

APPLICATION INSTRUCTIONS

Complete an application Form, which includes:

1. The name of the mentor, their class year, and contact information.
2. A complete description of the internship, supervisor name and contact information, and the approximate number of hours you will complete **OR** a detailed outline of the project and its implication for your future endeavors.
4. A budget of your expenses and statement regarding why you hope to receive funding.

Additionally, a short interview with the Selection Committee will take place for selected applicants on November 20, 2008.

APPLICATION DEADLINE

Submit materials to The Office of Career Services, Stevenson Hall-Longman Commons no later than **5:00p.m. on Friday November 14, 2008.**

The 1835 Internship Fund – Application Form Winter Term 2009

Established by a gift from Oberlin alumni, the fund was named “The 1835 Fund” to commemorate the admission of African American students to the College. The 1835 Internship Fund assists students of color engaged in a career development activity during Winter Term. The activity may be an internship or project and should include interaction between the student and an Alumni mentor.

Name _____ Year _____

T# _____ OCMR Box # _____ Phone Number _____

Email _____

Major _____

Internship Site/Organization _____

Supervisor/Alumni Mentor _____

Supervisor/Alumni Contact Information:

Phone _____ Email _____

Location (City/State) _____

Please submit the following to **The Office of Career Services, Stevenson-Longman by 5:00pm on Friday, November 14, 2008**. Applications and financial aid information will be reviewed, and students will be notified within a week if they have been selected. Students applying for the 1835 Fund will be asked to complete a brief interview. Selections will be made by November 24, 2008.

In addition to this application form please submit the following:

- **Personal essay (1-2 pages, double-spaced):** Provide a description and details surrounding the internship or project and explain what you hope to achieve. Please include mentor information including their name, class year, and contact information.
- **Budget of your expenses and a statement of financial need:** The statement may account for unique expenses or financial situations, and other sources of funding received from the internship.
- **Resume and names/contact information for two references**
- **Unofficial transcript**

Certification:

I certify that all of the statements made in this application are true, complete, and correct to the best of my knowledge. I understand and agree that any misrepresentation or omission of facts will justify a denial of acceptance to this program.

Signature _____ Date _____