

Summer Internship Application

Please complete all sections. Fields can be typed directly into this PDF.

1. Personal Information

First Name

Last Name

Middle Initial

Email Address

Phone Number

Street Address

City

State / Province

ZIP / Postal Code

Date of Birth (MM/DD/YYYY)

Are you legally authorized to work? (Yes/No)

2. Education

School / University

Major / Field of Study

Minor (if any)

Current Academic Level

Current GPA

Expected Graduation (MM/YYYY)

Student ID

3. Internship Details

Position / Department Applying For

Areas of Interest (check all that apply)

Marketing

Finance

Operations

Design

Data / Research

Health Care

Other

Available Start Date

Available End Date

Hours per Week Available

Preferred Work Arrangement

On-site

Desired Hourly Rate / Stipend (optional)

Is this internship for course credit? (Yes/No)

4. Experience & Skills

Relevant Work / Volunteer Experience (employer, role, dates, key responsibilities)

Technical & Soft Skills (e.g., Python, Excel, public speaking, languages)

Relevant Coursework or Projects

5. Short Answer Questions

Why are you interested in this internship, and what do you hope to gain?

Describe a challenge you overcame and what you learned from it.

6. References

Reference 1 — Name

Relationship

Phone / Email

Reference 2 — Name

Relationship

Phone / Email

7. Attachments & Links

Documents attached with this application

Resume / CV Cover Letter

LinkedIn / Portfolio URL

How did you hear about us?

8. Certification & Signature

I certify that the information provided in this application is true and complete to the best of my knowledge. I understand that any false statement may disqualify me from consideration or result in dismissal.

I have read and agree to the certification statement above.

Signature (type full name)

Date (MM/DD/YYYY)