



INTERNSHIP APPLICATION/QUESTIONNAIRE

PLEASE PRINT

Date: _____

Name: _____

Phone Number: _____

Present Address: _____
Street City State Zip

E-mail address: _____

Availability:

Please mark the times that you are available to work in the office. This does not mean that you will be working everyday; we will work out a schedule with you.

MONDAY	TUESDAY	WEDNESDAY	THURSDAY	FRIDAY

Requested Work Period: _____ (i.e. Fall '12, Spring '13, Summer '13 etc.)

Major/Minor: _____ **Expected Graduation Date** _____

School Credit:

_____ *Yes, I can receive school credit*

Professor _____

University _____

Hours Required _____

_____ *No, I cannot receive school credit*

Computers:

Please rate on a scale of 1 to 5 how familiar you are with the following computer programs:
(1 being not familiar, 5 being an expert)

_____ Word

_____ Illustrator

_____ Excel

_____ PowerPoint

_____ Photoshop

Areas:

Please mark the top 3 areas you are interested in:

_____ Auction

_____ Hospitality

_____ Marketing/Promotions

_____ Volunteers

_____ Public Relations

_____ Sponsor Fulfillment

_____ Registration (5K only)

_____ Advertising/ Social Media

INTERNSHIP QUESTIONS

1. Why are you interested in the areas you marked down?
2. What other commitments do you have? (job)
3. What are your strong points?
4. Have you done anything in the past (or currently) that might prepare you for this internship?

