

Internship Program Stipend Application

Background Information

Name	
Street Address	
City, State ZIP Code	
Phone	
Email Address	
College/University	
Major(s)	

What internship position are you applying for?

Would you be willing to accept the internship position if you are not awarded a stipend?

☐ Yes ☐ Maybe ☐ No

Have you had any involvement with the Society before? If so, please describe.

Do you have any experience working with people from diverse communities? If so, please describe.

Selection Criteria

The selection committee encourages applicants from all disciplines to apply. There is a limited number of stipends available. Applications will be reviewed and recipients selected based on the following criteria:

- Comprehensiveness and relevance of essay answers
- Reference letters that support the candidate's achievements and competencies
- Relevance of academic courses and internship interests and goals
- Preference in allocating funds will be given to applicants who have not previously received a stipend through the program

Consent and Release

I understand that to qualify for a stipend, I must (please check each):

- ___ Complete and submit an application form and required materials
- ___ Complete all scheduled internship shifts, attend all cohort sessions and complete required activities
- ___ Complete all individual and program evaluations

Essay

Please attach a document in which you address the following question in 500-700 words:

Imagine you were developing a program at the History Center that focused on including diverse culture, groups, or communities. Briefly explain what this would look like and why it would benefit MHS. Focus the essay on how you would encourage your community to be engaged and attend the program.

Letter of Recommendation

Please attach two letters of recommendation. One from a direct superior and another from a professor or academic advisor. The letters should address the following:

- Applicant's capacity (personal characteristics, academic ability, and professionalism) to successfully complete an internship placement
- Describe how participation in an internship will benefit the applicant

Agreement and Signature

By submitting this application, I affirm that the facts set forth in it are true and complete. I understand that if I am accepted to receive a stipend, any false statements, omissions, or other misrepresentations made by me on this application may result in a dismissal of my candidacy.

Name (printed)	
Signature	
Date	

Send all required material by mail, fax, or email to:

Internship Program
c/o Leah Juster
MN Historical Society
345 Kellogg St.
St. Paul MN, 55117
Fax: 651-297-3343
Email: internships@mnhs.org

Questions?

Contact the Internship Program at: internships@mnhs.org