



College of  
Agricultural Sciences

## College of Agricultural Sciences E. R. Jackman Friends and Alumni Internship Support Program 2017–2018 Application

### PURPOSE

The purpose of this program is to provide financial assistance to undergraduate students in the College of Agricultural Sciences who are participating in low-paying or volunteer internships *that contribute to their educational goals and to the fields of agriculture and natural resources*. Funds may be used to help offset expenses including transportation, living expenses, tuition, projects, and research only.

### CRITERIA

1. Primary consideration is given to undergraduate students participating in volunteer, low-paying, internships; or internships that require unusual expenses.
2. Must be enrolled as an undergraduate in a College of Agricultural Sciences major.
3. Relationship of internship to the student's expressed educational goals.
4. Faculty recommendation.
5. Minimum overall cumulative grade point average of 2.75; preference to 3.0 and above.
6. Student's financial need.
7. Quality and content of student's essay.
8. Leadership potential and involvement as documented on a resume.

### INSTRUCTIONS FOR COMPLETING APPLICATION FOR FUNDING

The application packet must include:

- A completed application form.
- A one-page essay explaining your educational goals; relationship of the internship to your educational goals; relationship of the internship to agriculture or natural resources; how this funding support will be used; describe the new experience and knowledge you hope to gain through this internship.
- A statement identifying proposed learning outcomes as discussed with an internship advisor.
- A letter from a faculty member supporting your request for funding.
- An unofficial transcript of all college-level coursework completed to date.
- A resume.

Submit the completed application packet to the Academic Programs Office, 147 Strand Hall by

- October 13, 2017, for winter term consideration
- January 26, 2018, for spring term consideration
- April 20, 2018, for summer and fall term consideration

Exceptional applicants will be interviewed for further consideration. Funding decisions will be made following the interview process.

For more information, contact:

Dr. Dale Weber  
Internship Support Committee Chair  
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(541) 737-2144  
[Dale.W.Weber@oregonstate.edu](mailto:Dale.W.Weber@oregonstate.edu)

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**College of Agricultural Sciences**  
**E. R. Jackman Friends and Alumni Internship Support Program**  
**2017–2018 APPLICATION FOR FUNDING**

PERSONAL INFORMATION

Last name \_\_\_\_\_ First name \_\_\_\_\_ Middle initial \_\_\_\_\_

Student ID#: \_\_\_\_\_ E-Mail address \_\_\_\_\_  
(Communication with you regarding your status will be sent to this email address).

Local address \_\_\_\_\_

City \_\_\_\_\_ State \_\_\_\_\_ Zip \_\_\_\_\_

Local telephone \_\_\_\_\_

Permanent address \_\_\_\_\_ Permanent Telephone \_\_\_\_\_

City \_\_\_\_\_ State \_\_\_\_\_ Zip \_\_\_\_\_

College major \_\_\_\_\_ College minor \_\_\_\_\_

Class standing \_\_\_\_\_

Expected date of graduation \_\_\_\_\_

Cumulative GPA \_\_\_\_\_ Earned credits \_\_\_\_\_

INTERNSHIP INFORMATION

Internship Location \_\_\_\_\_ Internship Dates \_\_\_\_\_

Internship Position/Title \_\_\_\_\_

Type of Internship (Check all that apply): Research \_\_\_\_\_ Industry \_\_\_\_\_ On Campus \_\_\_\_\_ Off  
Campus \_\_\_\_\_ International \_\_\_\_\_

How many credits do you plan to earn by completing the internship? \_\_\_\_\_

What term/year do you plan to enroll for credit? \_\_\_\_\_

**Note: You must be enrolled for at least one credit in the term you wish to receive the funds.**

Please identify the individual who will be supervising you at the internship site:

Name \_\_\_\_\_ Title \_\_\_\_\_

Organization name \_\_\_\_\_ Organization telephone \_\_\_\_\_

Organization address \_\_\_\_\_  
\_\_\_\_\_

Please identify the faculty member who will be serving as your internship supervisor:

Name \_\_\_\_\_ Title \_\_\_\_\_

Address \_\_\_\_\_

City \_\_\_\_\_ State \_\_\_\_\_ Zip \_\_\_\_\_

Telephone \_\_\_\_\_

**Be sure to discuss possible learning outcomes with your advisor to include in your Statement of Proposed Learning Outcomes.**

### PROGRAM BUDGET

#### Expenses Directly Related to Internship:\*

Transportation (airfare, daily ground transportation)	\$ _____ +
Living expenses (rent, food, utilities, insurance, etc.)	\$ _____ +
Tuition (for internship credits only)	\$ _____ +
Supplies required but not provided	\$ _____ +
Miscellaneous (passport, vaccinations, offset lost wages)	\$ _____ =
<u>Total Expenses</u>	\$ _____

#### Income:

Expected internship stipend or salary	\$ _____ +
Additional resources	\$ _____ =
<u>Total Income</u>	\$ _____

#### Scholarship:

<u>Amount requested</u> (generally the difference between Total Expenses and Total Income)	\$ _____
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**Please complete the budget narrative on the next page.**

\*Expenses should reflect actual costs

Budget Narrative: (Describe your budget expenses, income, and scholarship request.)

Please attach your Resume, Essay, Statement of Proposed Learning Outcomes, Faculty Support Letter, and Unofficial Transcript.

I certify that all information provided on this application is accurate, and I hereby authorize the Academic Programs Office to review my student records for the purpose of content verification.

Signature \_\_\_\_\_

Date \_\_\_\_\_