



Career Services
1050 North Mills Avenue
Claremont, CA 91711-6101
Phone: 909-621-8519 Fax: 909-607-7058
Website: www.pitzer.edu/careerservices
Email: careerservices@pitzer.edu

The Pitzer College Internship Fund

Description

The Pitzer College Internship Fund is designed to support participation in an unpaid internship that would foster your career exploration and build upon your academic studies, while alleviating the financial burden associated with the internship. Currently enrolled first year, sophomores and juniors in any major may apply for funding up to **\$3,500** for the **summer of 2012**. The program is very competitive and students are not automatically guaranteed funding.

Sample needs that may be addressed by the Internship Fund:

- Travel expenses
- Food, housing, and related living expense
- Supplies and equipment

Eligibility

- Show proof that you have been hired for the internship for which funds are needed (Have employer fill out Proof of Hire Employer Verification Form)
- Internships must be in the United States. At this time International Internships are ineligible
- Internships can be part or full-time.
- Demonstrate financial need in order to successfully complete the internship (complete budget)
- Agree to submit a one page report upon completion of the internship
- Must be a currently enrolled first year, sophomore, or junior student at Pitzer College. May 2012 graduates are ineligible
- Students must not have interned at the organization in the past
- Students can only receive this funding one time while at Pitzer
- The internship must not be affiliated with Pitzer College or with assisting professors with research

Application Process

- Complete the **Internship Fund Application** which is available from Pitzer's Career Services office and on their website at www.pitzer.edu/careerservices
- Include the following supporting documentation:
Resume, Proof of Hire Employer Verification Form, and Budget
- Students will be informed of decisions within 3-4 weeks of submitting applications
- Application Deadlines: **February 29, March 29, April 20**

Questions

Please contact Teresa Flores Roberts, Assistant Director for application questions at careerservices@pitzer.edu or call 909-621-8519.