



Semester in Washington 2012 Internship Application Scripps Howard Foundation

1090 Vermont Ave. NW, Suite 1000

Washington, D.C. 20005

Director: Jody Beck

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Your name: _____

Date you expect to graduate: _____

University: _____

SCRIPPS HOWARD FOUNDATION MISSION STATEMENT

The Scripps Howard Foundation strives to advance the cause of a free press through support of excellence in journalism, quality journalism education and professional development. The Foundation helps build healthy communities and improve the quality of life through support of sound educational programs, strong families, vital social services, enriching arts and culture and inclusive civic affairs, with a special commitment to the communities in which the company does business.

APPLICATION PROCESS

Six interns are chosen for each term. Students with superior multimedia skills will be given preference over those without them.

If you are interested in more than one term, indicate your first, second and third choice. The program receives far more applications for summer than for spring and fall.

You must be an undergraduate during the term you spend in Washington.

_____ Spring 2012 (Jan. 9 to April 13). Stipend \$2,520, plus free housing.

Application deadline **postmark**: Nov. 1, 2011

_____ Summer 2012 (June 11 to Aug. 17) Stipend \$1,800, plus free housing.

Application deadline **postmark**: Nov. 1, 2010

_____ Fall 2012 (Sept. 10 to Dec. 14) Stipend \$2,520, plus free housing.

Application deadline **postmark**: March 15, 2012

_____ 2012 Short Course (May 14 to June 7), open only to students from Hampton University and Florida International University. Stipend \$720, plus free housing.

(Hampton and FIU students may also apply for other terms.) Hampton students, submit application to Jody Beck in Washington. Deadline **postmark**: Nov. 15, 2011. FIU students submit applications to FIU Prof. Teresa Ponte.

TO APPLY

Mail, clipped together (no notebooks or binders):

- This application,
- a resumé,
- a one-page essay analyzing a print or online story reported from Washington and why the story works, or doesn't. The story must have been published – in print or online – in the month before the postmark deadline. Copy and attach the story or provide the URL. You are responsible for making sure the link works.
- one or two letters of recommendation from professors or advisers,
- one or two names, telephone numbers and email addresses of previous internship supervisors, and
- five clips, copied on 8.5 X 11 paper, including publication name and publication date, or a CD or DVD containing no more than five multimedia reporting projects (include a list of the URLs where the projects are available online, as originally published), or a combination of clips and multimedia projects not to exceed five stories. You are responsible for making sure the link works and that disks can be read on any computer.

Email or fax applications are not accepted. Email and fax recommendation letters are accepted. They must be **received** by one week following the mailing deadline. Candidates for spring will be notified via e-mail by Dec. 1, 2011; for summer by Dec. 15, 2011; and for fall by April 30, 2012.

PERSONAL INFORMATION Please print legibly.

Your address at school:

City:

State:

Zip:

Permanent address:

City:

State:

Zip:

Home telephone number:

School telephone number:

Cell phone:

E-mail address:

Date of birth:

Major field of study:

GPA in major:

GPA overall:

Academic adviser's name, telephone number and email address:

Names of journalism courses completed or currently taking (no course numbers):

Multimedia skills and programs in which you are proficient:

Have you ever been expelled from school or penalized for academic dishonesty? If so, describe the situation. (Use a separate sheet if necessary.)

OTHER

This internship requires that you be studying print, online or broadcast journalism. You must also possess excellent interpersonal and communication skills, proficient reporting skills, computer and word processing skills, be able to use public transit and otherwise get around town on your own. Are you able to perform these duties without accommodation?

If not, what accommodation do you need?

Program participants are required to sign a housing agreement and a liability waiver form. They must also provide proof of health insurance. Interns are required to live in a non-smoking furnished apartment (paid for by the foundation) and share (non-coed) common living areas with up to three other interns. The apartments are located on the third and sixth floors. The building has an elevator, although the building entry includes several steps. Do you have any special requirements that should be considered in reviewing your application? If yes, please explain, using a separate sheet if necessary.

CONSENT AND ACKNOWLEDGEMENT STATEMENT

I hereby certify that I have a genuine interest in being selected for the Semester in Washington Program and that all of the foregoing statements are true and correct. I agree to assume a continuing responsibility to disclose additional or new information required by this application, but known to me only after this application was completed. I understand that my failure to make such a disclosure and that falsification of any of the information in this application or on any other form required by the program or in any interview, is grounds for the immediate ending of my participation in this program, regardless of when any failure or falsification may be discovered.

I understand that the Semester in Washington Program requires certain information about me to evaluate my qualifications for participation and to conduct its business if I am selected for the internship program. Therefore, I authorize the Semester in Washington to investigate my educational credentials, past employment and other matters contained in my application. I agree to cooperate in these investigations and release all parties from liability or responsibility with respect to the information supplied.

I understand that the Semester in Washington Program strictly prohibits involvement with illegal drugs and alcohol misuse, and if selected, I agree not to engage in illegal drug use or alcohol misuse. Either may result in the immediate ending of my participation in the internship program. If I am selected to participate in the internship program, I consent to submit to a pre-placement test for the use of illegal drugs. I understand I must successfully pass the test to be eligible to receive a placement in the program. If I am accepted into the Semester in Washington Program, I consent to taking a test for the use of illegal drugs or alcohol misuse at any time the program may require.

Signature

date