

Dyson Cornell SC Johnson College of Business

Dyson School Undergraduate Internship Support Grant Application

Thanks to the generosity of a number of donors, the Charles H. Dyson School of Applied Economics and Management can provide support to AEM majors who accept unpaid internships. Grants of up to \$2,500 are available for selected students. Students may apply for summer, winter, spring, or fall awards.

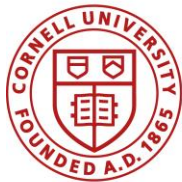
Eligibility:

1. The applicant must be an active, full-time undergraduate AEM major at the time the application is made.
2. The internship must be unpaid.
3. The applicant must meet one of the following eligibility conditions:
 - a. Any student who is taking an internship with a not-for-profit organization, government agency (executive, legislative or judicial), or a community service organization, including but not limited to a for-profit hospital, social service agency, or environmental quality/services firm.
 - b. A student who has a financial aid package that includes work (including but not limited to federal work study) and who has any unpaid internship, including for a for-profit, commercial firm.

Application Process:

1. An application must be submitted online to Gretchen Gilbert (gcg4@cornell.edu).
2. The application form must be completed fully.
3. The application must include
 - a. A copy of the written offer from the host organization/firm
 - b. A copy of the applicant's federal work study eligibility, if applicable
 - c. A brief statement explaining your academic and/or career goals and how this internship will help you achieve those goals
 - d. A budget for transportation and/or living expenses with an explanation or justification for each item.
4. Applications are due on the following dates, depending on the time of year that the internship occurs:
 - a. Summer internships: due the first Monday of preceding April
 - b. Fall internships: due the first Monday of preceding June
 - c. Winter or Spring internships: due the second Monday of the preceding November

There are special funding opportunities available for internships related to agriculture, horticulture, or food systems. If you believe you qualify for one of these opportunities, please indicate this in your application.



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Name:

Do you have a financial aid package that includes work?

Email:

Telephone:

Home Address:

Have you, or do you plan to participate in a Semester Abroad? (If so, to what location?)

AEM Status

AEM Undergraduate Concentration(s):

Current Class Status (ex. 2-2 or second semester sophomore):

Faculty Advisor:

Internship Details

Organization for internship:

Location of internship:

Dates of internship:

Duties during internship:

Supervisor Name:

Address:

Phone:

Email:

Please attach:

- 1) A brief statement (no more than two pages) describing the internship, explaining how it will enrich your academic program or career goals, and why you need support.
- 2) A budget estimating the transportation or living expenses for which you seek support.
- 3) A copy of federal work study eligibility, if applicable.
- 4) The written offer from the host organization (a copy of an email will suffice).
- 5) Optional: a statement supporting a specific request if you qualify for one of the agricultural or food related internship funds

Submit this completed sheet and required attachments to Gretchen Gilbert (gcg4@cornell.edu) no later than noon on the relevant deadline date.