2018 EMPLOYMENT EXPLORATION PROGRAM
Student Application

INDIANA LATINO INSTITUTE

ILI
2019 Employment Exploration Program

About
The Indiana Latino Institute (ILI) Employment Exploration Program is designed to expose incoming Latino freshman to careers in their desired fields of study. Selected individuals spend 125 hours working at their selected site and complete assignments to enhance their learning experience. Program participants receive professional development prior to beginning their experience, support from ILI staff throughout their program, and a scholarship for completing the program requirements.

Purpose
The purpose of the ILI Employment Exploration Program is to expose Latino college freshmen students to professional development opportunities in their field of study. Students will receive a scholarship for completing all requirements of the summer program. Students will build relationships with their mentor and with ILI staff, to support them in achieving their goals.

Eligibility Requirements
- Must complete program application and show academic ability
- Must be enrolled part-time or full-time at a college or university for the fall 2019 semester
- Must be between age 17-20
- Must participate in mandatory training on Wednesday June 5th, Thursday June 6th, and Friday June 7th, 2019

Selection Process
Applicants must submit the following documents:
- Application
- Resume
- Official letter of acceptance
- High school transcripts

Potential program participants will be interviewed by ILI’s Education Program Coordinator. Interviews and strength of documents will be considered when selecting and placing students for the program. Applications are accepted between February 1, 2019 and March 31, 2019.

Supervision and Time Expectation
Supervisors are expected to expose students to provide projects and guidance to interns as necessary. Supervisors are asked that no more than 40% of an intern’s time be spent doing clerical work.

Students are expected to complete 125 hours between June 2019 and August 2019. This includes working at the internship site from Monday through Friday, as arranged by the Site Mentor/Supervisor.

Benefits of Internship Program
- Gain 125 hours of experience in field of study
- Build professional network
- Possible employment opportunities
- $500 Scholarship Stipend upon successful completion of program

For additional information please contact Rachel, ILI Education Program Coordinator, at 317-472-1055 or rsantos@indianalatinoinstitute.org
Indiana Latino Institute Employment Exploration Program
www.indianalatinoinstitute.org
SECTION I. Applicant Information

Full Name: ____________________________________________________________

D.O.B.: ___________ Age: _______ Country of Birth: _____________________________
(Month/Day/Year)

Ethnic Origin: ____________________________ How many years have you lived in the United States? ____
(Ex. Mexican, Salvadoran, Colombian, etc.)

Home Address: __________________________________________________________

City, State and Zip Code: __________________________________________________

Phone 1: ___________________________ Phone 2: ___________________________

Email 1: ___________________________ Email 2: ___________________________
(Please list an email address that you check regularly, as it is required to respond to our messages to be considered for the internship program.)

Is your father currently employed? ☐ Yes ☐ No ☐ Don’t know

Is your mother currently employed? ☐ Yes ☐ No ☐ Don’t know

What is your family’s total annual income? __________________________

How many people live in your home; including yourself? __________

Do you have a valid Indiana driver’s license? ☐ Yes ☐ No

What is your current citizenship status?
☐ U.S. Citizen
☐ U.S. Permanent Resident
☐ DACA (Deferred Action for Childhood Arrivals)
☐ TPS (Temporary Protected Status)
☐ U-VISA
☐ Other: ___________________________

Name of Emergency Contact: _____________________________________________

Relationship to you: ___________________________ Phone: _______________________

Address: ___________________________________________________________________

City, State and Zip Code: ___________________________________________________________________
**SECTION II. Education**

**High School:**

Name of High School: ____________________________________________________________

Graduation Date/Year: _________    GPA: __________

Diploma: Honors □  Core 40 □  Other: ________________

Did you receive free or reduced lunch (K-12): □ Yes □ No

Are you participating in the Project Stepping Stone Program this summer: □ Yes □ No

Are you participating in the Latino Youth Collective Program this summer: □ Yes □ No

**College/University Information:**

College/University Name: ______________________________________    Currently Enrolled: □ Yes □ No

Anticipated Graduation: ______________

Major: _______________________________________ Minor: ____________________________

Are you eligible to receive financial aid from FAFSA (Must be considered U.S. Citizen or eligible non-citizen)? □ Yes □ No

Have you filled out a FAFSA application for 2019-2020? □ Yes □ No

Are you a first-generation college student? □ Yes □ No

Are you a participant in the 21st Century Scholars program? □ Yes □ No

Have you applied for any of the following scholarships? Please check all that apply.

<table>
<thead>
<tr>
<th>Scholarship</th>
<th>Received?</th>
<th>Year Applied/Received</th>
</tr>
</thead>
<tbody>
<tr>
<td>Indiana Latino Institute</td>
<td>□ Yes □ No</td>
<td>______________________</td>
</tr>
<tr>
<td>La Plaza</td>
<td>□ Yes □ No</td>
<td>______________________</td>
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<tr>
<td>Mexican Scholarship Fund</td>
<td>□ Yes □ No</td>
<td>______________________</td>
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<tr>
<td>SADCO</td>
<td>□ Yes □ No</td>
<td>______________________</td>
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Will you be receiving any scholarships for the 2019-2020 School Year? □ Yes □ No

If yes, please list here: ___________________________________________________________________

**2019 Summer Semester:**

Will you be attending a college or university in the state of Indiana for the 2019 Summer Semester? □Y □ N

College/University Name: ________________________________________________________________

Number of Credit Hours: ______________    Which tuition rate are you paying? □ In-state □ Out-of-state
2019 Fall Semester:
Will you be attending a college or university in the state of Indiana for the 2019 Fall Semester? □ Yes □ No
(If no, you are not eligible to participate in the 2018 Internship Program. Please contact ILI with any questions.)

Name of College/University: ___________________________ Number of Credit Hours: ________
Major: ___________________________ Which tuition rate will you pay? □ In-state □ Out-of-state

SECTION III. Employment
Please list the last two places you have worked; starting with the most recent:

1. Company: ___________________________________________ Company Phone: _________________
   Job Title: ___________________________ Start Date: ___________ End Date: _________________
   Supervisor: ___________________________ May we contact them as reference? □ Y □ N

2. Company: ___________________________________________ Company Phone: _________________
   Job Title: ___________________________ Start Date: ___________ End Date: _________________
   Supervisor: ___________________________ May we contact them as reference? □ Y □ N

References:
Please list three references that are not considered family members. (Ex. Counselor, employer, mentor, etc.):

1. Full Name: ___________________________ Phone Number: _____________________________
2. Full Name: ___________________________ Phone Number: _____________________________
3. Full Name: ___________________________ Phone Number: _____________________________

Will you have a job during Summer 2019? □ Yes □ No
Where? ___________________________ Number of Hours/Week: ___________
Anticipated Schedule: (Ex. Mondays and Wednesdays from 3:00pm to 5:00pm)
____________________________________________________________________________________
____________________________________________________________________________________

SECTION IV. Additional Documents
Please include your resume and unofficial transcript with your application. These can be attached to the application or emailed to Rachel Santos the Education Program Coordinator, at 317-472-1055 or rsantos@indianalatinoinstitute.org
**SECTION V. Internship Information**

**Orientation:**
Each ILI intern must attend a 3-day orientation before the start of their fellowship. Please confirm that you are available on the following dates.

1. **Tuesday, May 22nd** from 9:30am -3:00pm: □ Yes □ No
2. **Wednesday, May 23rd** from 9:30 am-3:00pm: □ Yes □ No
3. **Thursday, May 24th** from 9:30am – 3:00pm: □ Yes □ No

**Transportation:**
Do you have reliable transportation to and from your internship site? (Please include a back-up form of transportation if your parents are your main means of transportation.) □ Yes □ No

If yes, please explain: __________________________________________________________

If no, please explain: ___________________________________________________________________

**Special Obligations and or Activity Limitations:**
Are there any obligations that should be considered in planning a placement (childcare, employment, ill family members, etc.)? □ Yes □ No

If yes, please explain: __________________________________________________________
________________________________________________________________________________
________________________________________________________________________________

Do you have any physical or other conditions that would limit your activity, or which should be considered in planning placement? (Proper accommodations will be made for students with physical limitations) □ Yes □ No

If yes, please explain: __________________________________________________________
________________________________________________________________________________
________________________________________________________________________________

I certify that my answers are true and complete to the best of my knowledge. If this application leads to an internship opportunity, I understand that false or misleading information in my application or interview may result in my release. The Indiana Latino Institute will only provide a copy of this application to your chosen internship site for their review.

**Signature:** ___________________________________________ **Date:** __________________________

**THANK YOU!**