2019 INTERNSHIP PROGRAM

About
The Indiana Latino Institute (ILI) Internship Program is designed to expose Latino college students to careers in their specific fields of study. Selected individuals spend 200 hours working at their internship site and complete assignments to enhance their internship learning experience. Interns receive professional development prior to beginning their internship, support from ILI staff throughout their internship, and a scholarship for completing the program requirements.

As part of this education program, interns will have an opportunity to explore a career to gain workforce development experience and learn about potential careers. Interns will build relationships with their mentor and with ILI staff, to support them in achieving their dreams.

Purpose
The purpose of the ILI Internship Program is to connect Indiana Latino students with professional development opportunities in their field of study. Students will receive a scholarship for completing all requirements of the summer internship program.

Internship Eligibility Requirements
- Must complete internship 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 18-25
- Must participate in mandatory training on Wednesday May 22nd, Thursday May 23rd, and Friday May 24th, 2019
- Preference is given to ILI program participants

Intern Selection Process
Applicants must submit the following documents:
- Internship application
- Resume
- Official/unofficial transcript

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

Students selected to participate in the Internship Program must also enroll in ILI’s College Coaching Program.

Benefits of Internship Program
- Gain 200 hours of experience in field of study
- Build professional network
- Possible employment opportunities
- $1,000 Scholarship Stipend upon successful completion of program

Supervision and Time Expectation
Interns are expected to complete 200 hours between May 2019 and August 2019. This includes working at the internship site from Monday through Friday, as arranged by the Site Mentor/Supervisor.

For additional information please contact Rachel, ILI Education Program Coordinator, at 317-472-1055 or rsantos@indianalatinoinstitute.org
**SECTION I. Applicant Information**

<table>
<thead>
<tr>
<th>Field</th>
<th>Information</th>
</tr>
</thead>
<tbody>
<tr>
<td>Full Name</td>
<td></td>
</tr>
<tr>
<td>D.O.B.</td>
<td></td>
</tr>
<tr>
<td>Country of Birth</td>
<td></td>
</tr>
<tr>
<td>Ethnic Origin</td>
<td></td>
</tr>
<tr>
<td>How many years have you lived in the U.S.?</td>
<td></td>
</tr>
<tr>
<td>Home Address</td>
<td></td>
</tr>
<tr>
<td>City, State and Zip Code</td>
<td></td>
</tr>
<tr>
<td>Phone 1</td>
<td></td>
</tr>
<tr>
<td>Email 1</td>
<td></td>
</tr>
<tr>
<td>Email 2</td>
<td></td>
</tr>
<tr>
<td>Father employed</td>
<td>☐ Yes ☐ No ☐ Don’t know</td>
</tr>
<tr>
<td>Mother employed</td>
<td>☐ Yes ☐ No ☐ Don’t know</td>
</tr>
<tr>
<td>Family’s total annual income</td>
<td></td>
</tr>
<tr>
<td>Number of people living in home</td>
<td></td>
</tr>
<tr>
<td>Driver’s license</td>
<td>☐ Yes ☐ No</td>
</tr>
<tr>
<td>Citizenship status</td>
<td>☐ U.S. Citizen ☐ U.S. Permanent Resident ☐ DACA ☐ TPS ☐ U-VISA ☐ Other</td>
</tr>
<tr>
<td>Emergency Contact</td>
<td></td>
</tr>
<tr>
<td>Relationship to you</td>
<td></td>
</tr>
<tr>
<td>Phone</td>
<td></td>
</tr>
<tr>
<td>Address</td>
<td></td>
</tr>
<tr>
<td>City, State and Zip Code</td>
<td></td>
</tr>
</tbody>
</table>
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: _______________ Cumulative GPA: ___________ Major GPA: ___________
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.

- Indiana Latino Institute Received? Year Applied/Received
  □ Yes □ No __________________________
- La Plaza
  □ Yes □ No __________________________
- Mexican Scholarship Fund
  □ Yes □ No __________________________
- SADCO
  □ Yes □ No __________________________
- Other ________________
  □ Yes □ No __________________________
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 a 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. Wednesday, May 22\textsuperscript{nd} from 9:30am -3:00pm: \quad \square \text{Yes} \quad \square \text{No}
2. Thursday, May 23\textsuperscript{rd} from 9:30 am-3:00pm: \quad \square \text{Yes} \quad \square \text{No}
3. Friday, May 24\textsuperscript{th} from 9:30am – 3:00pm: \quad \square \text{Yes} \quad \square \text{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.) \quad \square \text{Yes} \quad \square \text{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.)? \quad \square \text{Yes} \quad \square \text{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) \quad \square \text{Yes} \quad \square \text{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: __________________________