

## **Dr. Merrill Miller Endowed Fellowship 2008 Information Sheet**

The Dr. Merrill Miller Endowed Fellowship is available to provide financial assistance to Colgate University students who are participating in an unpaid internship in a health or other science related field. Preference is given to students who would not otherwise be able to complete an unpaid internship due to financial constraints. A \$3,000 stipend will be awarded to one student based on their application materials.

### **Colgate University students can apply for the fellowship if they meet the following criteria:**

- A sophomore, junior or senior for the 2007-2008 academic year.
- The student intends to intern in the health field or related science field.
- The student is in the process of applying for unpaid internship(s) or has already obtained an unpaid internship.

### **Application Timeline:**

- Applications will be available Monday, December 3, 2007
- Application deadline Thursday, March 13, 2008 by 4 pm
- Decision and Notification on Monday, March 31, 2008

### **Application requirements include:**

- A completed application.
- A two page, double-spaced proposal describing “your anticipated/obtained internship experience, intended learning objectives for the internship, and how this internship fits within your established career goals.”
- Résumé or Curriculum Vitae.
- Copy of college transcript(s), unofficial is fine.
- List of two recommendors.
- Copy of internship position description(s) with proof that the experience is unpaid.
- Estimated budget for the summer internship experience, which can include housing, transportation, food, or estimated summer earning to cover Fall 2008 expenses, excluding tuition.

**The Fellowship Recipient will be required to maintain a weekly journal,  
conduct and document an informational interview,  
complete a final report, and make a presentation to a class.**

**Please note: All awards are considered taxable income.**

Application attached and also available at  
<http://offices.colgate.edu/career/STUDENT/Students.htm>  
select Colgate Endowed Fellowships.

**Submit Your Application by Thursday, March 13, 2008 at 4 pm  
to the Second Floor Reception Area of the Center for Career Services.**

In looking for an internship, please use all available resources  
through the Center for Career Services and your departmental faculty.

Questions: Contact Ann Landstrom, Associate Director,  
Center for Career Services, by appointment 315-228-7380.

## Dr. Merrill Miller Endowed Fellowship 2008 Application

Application Deadline: Thursday, March 13, 2008 by 4 pm, Second Floor, Center for Career Services.

Name \_\_\_\_\_

Class Year \_\_\_\_\_ Colgate ID # \_\_\_\_\_

Campus Address \_\_\_\_\_

Cell Phone \_\_\_\_\_ Phone \_\_\_\_\_ E-mail \_\_\_\_\_

Home Address \_\_\_\_\_

City/State/Zip \_\_\_\_\_

Major Concentration 1: \_\_\_\_\_ GPA: \_\_\_\_\_

Major Concentration 2: \_\_\_\_\_ GPA: \_\_\_\_\_

Minor: \_\_\_\_\_ GPA: \_\_\_\_\_

Cumulative GPA: \_\_\_\_\_

Recommender 1:

Name: \_\_\_\_\_ E-mail: \_\_\_\_\_

Title: \_\_\_\_\_ Phone: \_\_\_\_\_

Mailing Address: \_\_\_\_\_

Recommender 2:

Name: \_\_\_\_\_ E-mail: \_\_\_\_\_

Title: \_\_\_\_\_ Phone: \_\_\_\_\_

Mailing Address: \_\_\_\_\_

*I waive my rights to information gathered through a committee member's e-mail or verbal conversation with my designated recommenders. Signature: \_\_\_\_\_ Date: \_\_\_\_\_*

You must be in progress of applying for an internship(s) at the time of application or have received an internship, please list below in the appropriate locations.

\_\_\_ Internship Confirmed\*                      or                      \_\_\_ Internship Applicant

Position Title: \_\_\_\_\_

Company/Organization: \_\_\_\_\_

Mailing Address: \_\_\_\_\_

Direct Supervisor: \_\_\_\_\_ Phone: \_\_\_\_\_

Title: \_\_\_\_\_ E-mail: \_\_\_\_\_

\*Potential Start Date (day, month, year): \_\_\_\_\_ Potential End Date (day, month, year): \_\_\_\_\_

\_\_\_ Internship Applicant

Position Title: \_\_\_\_\_  
Company/Organization: \_\_\_\_\_  
Mailing Address: \_\_\_\_\_  
Direct Supervisor: \_\_\_\_\_ Phone: \_\_\_\_\_  
Title: \_\_\_\_\_ E-mail: \_\_\_\_\_

\_\_\_ Internship Applicant

Position Title: \_\_\_\_\_  
Company/Organization: \_\_\_\_\_  
Mailing Address: \_\_\_\_\_  
Direct Supervisor: \_\_\_\_\_ Phone: \_\_\_\_\_  
Title: \_\_\_\_\_ E-mail: \_\_\_\_\_

\_\_\_ Internship Applicant

Position Title: \_\_\_\_\_  
Company/Organization: \_\_\_\_\_  
Mailing Address: \_\_\_\_\_  
Direct Supervisor: \_\_\_\_\_ Phone: \_\_\_\_\_  
Title: \_\_\_\_\_ E-mail: \_\_\_\_\_

\_\_\_ Internship Applicant

Position Title: \_\_\_\_\_  
Company/Organization: \_\_\_\_\_  
Mailing Address: \_\_\_\_\_  
Direct Supervisor: \_\_\_\_\_ Phone: \_\_\_\_\_  
Title: \_\_\_\_\_ E-mail: \_\_\_\_\_

\_\_\_ Internship Applicant

Position Title: \_\_\_\_\_  
Company/Organization: \_\_\_\_\_  
Mailing Address: \_\_\_\_\_  
Direct Supervisor: \_\_\_\_\_ Phone: \_\_\_\_\_  
Title: \_\_\_\_\_ E-mail: \_\_\_\_\_

Please attach to this completed application your two page, double-spaced proposal; a résumé or curriculum vitae; copy of college transcript; estimated budget; and position descriptions for each internship experience with documentation that each is unpaid.

For the application, please print neatly on the paper copy or save the electronic copy to your desktop - remove the lines and type in your responses. Please use word processing for the attached materials.

Signature \_\_\_\_\_ Date \_\_\_\_\_

*By signing I acknowledge that the above information is true and accurate. I also recognize that the application documents will be shared with the selection committee and donor.*