Internship Grants

**Policy/Procedure**

Dickinson students have the opportunity to apply for a grant to assist them in completing summer internships. With the rising cost of living and with internships often being unpaid, the College would like to assist when possible. While we would like to be able to assist everyone, not all who apply will be given a grant.

**Career Center Grant**

*Who Can Apply*

- Rising sophomores, juniors, and seniors who will be enrolled as Dickinson students the following fall.
- Students who have secured a summer internship that is a minimum of 8 weeks in length and at least 80 hours.
- Students interning in any industry.
- Students in good academic standing.

*Requirements & Grant Parameters*

- **Students who receive a grant must register their internship for the Internship Transcript Notation Program.** Money will not be distributed if you do not register for the notation. For information about the transcript notation program, see Policy V-B-5.
  - **NOTE:** If you are doing an internship through The Washington Center or as part of an independent study, this requirement does not apply to you; see below for more information.
- Internships must be a minimum of 8 weeks in length and at least 80 hours.
- Grant may be awarded for costs such as: commutation to and from your internship, housing, food, other costs associated directly with your internship.
- Grants will be awarded based on the expected income and expenditures of the internship.
- Students may apply for up to $3,000. A grant in the full amount of request is not guaranteed.
- Applicants must complete the entire application form. Incomplete applications will not be considered. Please be sure to read all directions on the form.
- Grant recipients will be required to share their internship experience with the college community. More information is included in the application.
- Grant recipients who do not successfully complete the Internship Transcript Notation Program or their post-internship project will be required to return the grant money.
- It is the student’s responsibility to inform the Career Center of any changes in status that occur during the internship (for example: promotion, new payment arrangements, termination of internship, etc.). The Career Center reserves the right to withdraw grant monies if the internship is terminated or if the student terminates the internship prior to the end of the experience.
- Grants can only be applied to the internship for which the recipient has submitted his or her grant application.
- Grant recipients must be enrolled as Dickinson students the following fall.
Career Services: Internship Grants

- Students will find out their status prior to the end of the academic year.
- Grant money will be distributed each June.
- Grants cannot be awarded early, nor can students find out their status prior to the deadline.

To apply: Complete the Career Center’s Internship Grant application online. Information can be found at [http://www.dickinson.edu/student-life/resources/career-center/](http://www.dickinson.edu/student-life/resources/career-center/).

Deadline: Please visit the Career Center Web Site for current deadlines.

Students Studying at The Washington Center or completing an Independent Study

- If you are doing a summer internship through The Washington Center (TWC) or you are registered for an independent study, you should not register for the internship transcript notation program. TWC participants will be registered for academic credit through Global Ed. Independent studies should be registered through your department and the Registrar’s Office.
- Academic fees cannot be covered by the grant. If you are participating in the TWC program, the internship grant cannot be used to cover housing. The internship grant may be used to cover costs associated with your internship such as food, transportation, etc.

Müller-Peterson- Hach Internship Fund
Established in 2006, this fund is intended to assist students who are interested in performing an internship in the field of human rights, environmental protection, intercultural understanding, world peace, or human services in German-speaking countries. This grant is for students with demonstrated financial need. Internships must be at least 8 weeks in length. Once students have obtained an internship they may apply for an award of up to $2,000. For assistance in obtaining internships in German speaking countries, students should contact the German Department.

To apply: Information can be found at [http://www.dickinson.edu/student-life/resources/career-center/](http://www.dickinson.edu/student-life/resources/career-center/). The MPH Grant has a different application process and deadline from the Career Center grant; please contact the internship coordinator for more details.

Related Information

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<tr>
<td>Responsible Office/Division: Career Center, Internship Coordinator</td>
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<tr>
<td>Effective Date: 08/2011</td>
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<td>Last Amended Date: 08/2011</td>
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Also Found In: Career Center Web Site
(http://www.dickinson.edu/student-life/resources/career-center/)