



**2018 UNPAID INTERNSHIP APPLICATION**

In addition to completing this application, please include a **cover letter** outlining your academic experiences, internship goals and future career goals that relate to your internships choice(s). We also need a **resume**, a copy of your last semester **grades** (computer printout OK), and one **letter of recommendation**. We also like to see links to work samples if you have some.

NAME: \_\_\_\_\_

LOCAL ADDRESS & PHONE

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

EMAIL:

\_\_\_\_\_

PERMANENT ADDRESS & PHONE (if different from above)

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

Name of emergency contact (please print): \_\_\_\_\_

Number to reach them \_\_\_\_\_

Academic School or College: \_\_\_\_\_

Major: \_\_\_\_\_ Minor: \_\_\_\_\_

Year in School: \_\_\_\_\_

Grade Average: \_\_\_\_\_

Expected Graduation Date: \_\_\_\_\_

Technical Skills:

\_\_\_\_\_

When are you available to start? \_\_\_\_\_ Approximate hours/days per week: \_\_\_\_\_



**INTERNSHIP FOCUS:**

ideastream has internships that provide experiences in several areas of the organization. Please indicate the internship focus that best fits your education and career aspirations. If you select more than one, please rank them in order of preference (e.g. 1,2,3)

**Media/Content:**

- \_\_\_\_\_ Culture Group (Arts and entertainment; production and research)
- \_\_\_\_\_ Health Topics (Production and Research)
- \_\_\_\_\_ Journalism/News and Public Affairs (Production, Writing and Research)
- \_\_\_\_\_ Classical Radio/Music Production (Audio production/recording arts)

**Technology/Digital Media Production**

- \_\_\_\_\_ IT areas of focus
- \_\_\_\_\_ TV Production – Studio or Field Production (Cameras, directing, videography)

**Development and Communications:**

- \_\_\_\_\_ Fundraising/Community Development
- \_\_\_\_\_ Promotions/Communications
- \_\_\_\_\_ Graphic Arts

**Administration**

- \_\_\_\_\_ Accounting/Finance
- \_\_\_\_\_ Human Resources

Please indicate why you selected the area of internship and what your learning goals are:



ideastream unpaid internships **must** be done for academic credit or be required for your school program. Please provide a contact for your program. Provide your internship supervisor any required documents.

Academic Advisor or Professor: \_\_\_\_\_

Advisor/Professor Phone: \_\_\_\_\_ email: \_\_\_\_\_

What, if any, physical limitations do you have that may have a bearing on your placement?

\_\_\_\_\_

Do you have a driver's license and use of a car? Yes\_\_\_ No\_\_\_ License Only \_\_\_

**Applicant's Certification**

I certify that the information provided in this application is complete and accurate to the best of my knowledge. I understand that falsification, misrepresentation or omission of facts in the application will disqualify me from further consideration or, if I am accepted, will be sufficient cause for my immediate dismissal. I understand that any Internship offer made to me is contingent upon background checks.

I authorize **ideastream®** to obtain information about me or, to investigate, in its discretion, my past educational and employment history, personal references or other types of information provided in this application. I understand I have the right to request from the Company in writing, the nature and scope of any investigation requested. I also understand that the release of the information disclosed to **ideastream®** is only for the official use of **ideastream®** with respect to my application for an internship and no other purposes. I authorize my past employers, all references, and any other persons to answer all questions asked by **ideastream®** concerning my education, abilities, and previous employment record. I release all such persons from any and all liability or damages on account of having furnished such information.

I understand that this internship experience is for college credit and I will not be paid. I acknowledge that, in the event of my acceptance, the relationship with **ideastream®** is "at will," which means that I may resign at any time and **ideastream®** may discharge me at any time with or without cause. I further understand this "at will" relationship may not be changed by any written document, by oral statement, or by conduct unless such change is specifically acknowledged in writing by an authorized executive of **ideastream®**.

Date: \_\_\_\_\_

Applicant signature: \_\_\_\_\_

Please print name: \_\_\_\_\_

**Email all items to: [HR@ideastream.org](mailto:HR@ideastream.org)  
Please write "internship" in the subject line**