



APAPA-ATC and IACT Texas Capitol Summer Internship Program

APAPA-ATC and IACT Capitol Summer Internship Program in Austin is designed to prepare college students to become future leaders in the State of Texas. This program provides an opportunity for students to develop their leadership skills, gain public policy experience and become civically engaged.

The internship program will develop:

- Political awareness and civic engagement
- Understanding of government and legislative processes
- Professional and leadership qualities
- Networking & team work skills with other fellow interns

Eligibility

The program is open to all Texas resident undergraduate and graduate college students.

Selection Criteria

Applicants will be selected on the basis of:

- Demonstrated leadership & community service
- Interpersonal skills, Written and verbal communication skills

Program length and stipend

- Orientation & Training will be held last two weeks of May 2019.
- The six-week program runs from June 2019 through August 2019.
- Interns will receive a stipend in the amount of \$500 for successful completion of the program.
- **Students are responsible for their own housing, transportation and insurance.**

Requirements

- Attend APAPA-ATC's Voter & Election project in Austin, and all the trainings.
- Work a minimum of six weeks in your assigned office.
- The hours are flexible depending on the placement office.
- Be available to attend all workshops. Workshops include leadership training, public speaking, voter's registration, project assignments and guest speakers.
- Complete 30 volunteer hours for APAPA Austin TX Chapter.

Application Deadline: March 1, 2019

Austin Office: Alice Yi, 6200 Brodie Lane, Austin, Texas 78745 Phone: (512) 658-7687

www.apapa.org Asian Pacific Islander American Public Affairs Association Community Education Foundation
www.iactaustin.org The Indian American Coalition of Texas



APAPA-ATC Internship Application

◆ Please complete this form and prepare a Personal Statement. When completed, please email all application documents and your **latest Official Transcript** by **March 1, 2019** to: Victor To: to-victor@sbcglobal.net, and Ruishi Wang: ruishi@utexas.edu

◆ GENERAL INFORMATION

Name: _____
Last First Middle initial

Gender: Female Male Date of Birth: ____ / ____ / ____ Place of Birth: _____
Month Day Year

Driver's license (State, #) _____

Citizenship status: U.S. citizen Permanent resident

Current Address: _____
Street City State/ZIP

Current Phone: (____) _____ Effective until: ____ / ____ / ____
Month Day Year

Alternate contact # (____) _____
(i.e. cell phone, voice mail, pager, work, etc.)

Personal Email Address: _____

Permanent Address: _____
Street City State/ZIP

Permanent Phone: (____) _____ Fax (if available): _____

◆ EMERGENCY CONTACT INFORMATION

Name: _____ Relationship _____

Address: _____
Street City State/Zip

Home phone: (____) _____ Work phone: (____) _____

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APAPA-ATC Internship Application (continued)

◆ EDUCATIONAL BACKGROUND

College name: _____ Location: _____
City State

Degree seeking: _____ Major/minor: _____

Current class year: _____ Overall GPA: _____ Expected graduation date: _____

◆ PERSONAL STATEMENT

Please write a 2-page statement addressing the following.

1. *Your Asian Pacific Islander background*
2. *Community and public service involvement*
3. *Academic and career goals*
4. *Future plan in public service and/or politics and government involvement*

◆ STUDENT CERTIFICATION

- I understand that I hold APAPA, APAPA-ATC, their boards and members, and employees harmless from any and all liability or claims which may arise out of, or occur, in connection with my participation in this program.
- I understand that this application, plus all accompanying documents, become the property of APAPA and will be shown to potential supervisors of my internship.
- I certify that the information I submitted on this application is accurate to the best of my knowledge. I also understand that I will be liable for all costs that APAPA may incur as the result of any misrepresentation, omission, or willful inaccuracy that I include on this application.
- During my internship, I understand that I am responsible for any and all travel, housing, living and medical expenses that may be incurred. I am responsible either personally or through my insurance coverage.
- I also understand that APAPA and APAPA-ATC are not responsible for the theft of or damage to, my personal property.
- If selected, I promise to complete all program requirements in the office I am assigned to and submit a final journal reflecting my internship experience.

Name of applicant (please print)

Signature

Date

Austin Office: Alice Yi, 6200 Brodie Lane, Austin, Texas 78745 Phone: (512) 658-7687



✓ APAPA-ATC Internship Application CHECKLIST

✓ **Please make a copy of the complete application for your records.**

Your complete application must include all of the following items:

- ___ Signed Application form
- ___ Your resume
- ___ Official transcript
- ___ Your personal statement
- ___ Full color portrait (head shot) 2 inches' square. The photos will not be provided to the Internship Selection Committee or used as a basis for selecting the interns. Your photo will be used strictly for the program book and publicity purposes.
- ___ One short paragraph biography. You can share about your major, career goals, hobbies, etc.
- ___ Email all materials, including transcript to: to-victor@sbcglobal.net and ruishi@utexas.edu

DEADLINE: Application and materials must be received by **March 1, 2019**.

An incomplete application will not be considered.

APAPA ATC strives to effectively promote the internship program. Please let us know how you heard about our program by checking one of the following.

- ___ College/University
- ___ APAPA website
- ___ Press Release
- ___ Newspaper
Name of newspaper: _____
- ___ Relative/Friend
- ___ Community Organization
Name of organization: _____
- ___ Other: _____

Thank you for your interest in the APAPA-ATC Internship Program. If you have any questions, please contact: Victor To: to-victor@sbcglobal.net, and Ruishi Wang: ruishi@utexas.edu

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