



APAPA

Asian Pacific Islander American Public Affairs Association Community Education Foundation (APAPA-CEF)

Non-profit organization 501(C)-3 Tax ID No. 55-0849384

Empowerment of Asian and Pacific Islander Americans

APAPA Columbus Summer Internship Program Overview

Application Deadline: 12:00 AM EST, March 28, 2021

APAPA Columbus Summer Internship Program sponsored by APAPA Ohio State Chapter is designed to prepare high school and college students to become future leaders in the United States of America. This program provides many opportunities for students to develop their leadership skills, gain experience in public policy and become civically engaged.

Program Objective

The internship program is intended to develop:

- Political awareness and civic engagement
- Understanding of government and legislative processes
- Professional and leadership skills
- Networking and teamwork skills

Eligibility

The program is open to all Ohio residents, who are

- supportive of APAPA mission and vision
- rising senior in high school, or undergraduate/graduate college student

Selection Criteria

Applicants will be selected based on

- Demonstrated leadership
- Community service experience
- Interpersonal skills
- Written and verbal communication skills

Program Length

- Orientation and training will be held throughout the first half of 2021
- The internship program runs from June to August 2021; hours are flexible
- Students are responsible for their own housing, transportation, insurance and other expenses related to their internship.

Program Requirements for Stipend (must complete all items listed below)

Interns will receive a stipend upon completing all items listed below:

- Become an APAPA member (<https://www.apapa.org/membership/>)
- Attend at least 5 internship/APAPA events in the calendar year: training sessions, Asian Festival volunteer, voter registrations, internship Gala, and etc.
- Work a minimum of 120 hours in assigned office in six or more weeks
- Submit signed internship timesheet and written review from intern office
- Register at least FIVE new voters
- Complete a minimum of 10 volunteer hours with APAPA Ohio Chapter by end of 2021



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SECTION #1: 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 Till: _____ / _____ / _____
Month Day Year

Alternate Phone (____) _____ Personal Email Address: _____

Parent/Guardian Name: _____
Last First Middle

Parent/Guardian Email: _____ Parent/Guardian Phone: _____

SECTION #2: EMERGENCY CONTACT INFORMATION

Name: _____ Relationship _____

Address: _____
Street City State/Zip

Home Phone: (____) _____ Work Phone: (____) _____



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SECTION #3: EDUCATION BACKGROUND

High School Name: _____ Location: _____
City State

College Name: _____ Location: _____
City State

Degree Seeking: _____ Major/Minor: _____

Current Class Year: _____ Overall GPA: _____ Expected Graduation Date: _____

SECTION #4: PERSONAL STATEMENT

Please provide a statement (1 page double spaced and can not exceed 2 pages in length) addressing the following:

- *Your Asian Pacific Islander background*
- *Community and public service involvement*
- *Academic and career goals*
- *Future plan in public service and/or politics and government involvement*

SECTION #5: SHORT BIOGRAPHY

Please submit a short bio (half a page double spaced) of who you are, your hobbies, career goal, and anything else you would like to share with us.

SECTION #6: STUDENT ACKNOWLEDGMENT

- I understand that I hold APAPA, APAPA-Ohio, their boards, board 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 form and all accompanying documents, become the property of APAPA and may 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-Ohio are not responsible for the theft of or damage to, my personal property that may occur during my internship.
- If accepted into the program, I understand that APAPA Ohio will do its best to place me in an internship office; however, APAPA Ohio cannot guarantee the internship placement.
- If selected, I promise to complete all Program Requirements and submit a final journal reflecting my internship experience. I understand that the internship stipend might be adjusted based on my completion of the program requirements.

Name of Applicant (please print)

Signature

Date



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APPLICATION CHECKLIST

All required materials need to be included in your application submission in one single electronic file such as word, pdf, but not a photo file:

- ✓ Signed Application Form
- ✓ Personal Statement
- ✓ Short Bio
- ✓ Resume
- ✓ Original Official Transcript (can be submitted in a separate email)
- ✓ Digital color portrait (head shot). The photos will not be provided to the Internship Selection Committee or used as a basis for selecting interns. Your photo will be used strictly for the Internship Gala Program Book.

Email all materials in one single digital file (word/PDF) to internship.col@apapaohio.org

Transcript can be emailed separately

Application and materials must be received by 12:00 AM EST, March 28, 2021

An incomplete application will not be considered

HOW DID YOU HEAR ABOUT US

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

- High School
- College/University
- APAPA website
- Press Release
- Newspaper, Name of Newspaper: _____
- Relative/Friend
- Community Organization, Name of Organization: _____
- Social Media, Source of Social Media: _____
- Other: _____

Thank you for your interest in the APAPA Ohio Summer Internship Program.

If you have any questions, please contact internship.col@apapaohio.org.