



2018 Summer Internship Funding Awards

Application Deadline: February 26, 2018 11:59pm PST

Semi-Finalist Interviews: Week of February 26 & March 5, 2018

Award Notification by: March 19, 2018

PROGRAM OVERVIEW

Harvey Mudd College offers funding—made possible through the generosity of alumni, parents, and foundations—for unpaid or low-paying summer internships. The funding awards encourage students to pursue career exploration through summer internships in all career fields. The Director for Community Engagement will coordinate the application process for these internships, and the Office of Career Services will assist students in their search as we have access to over 6,000 internships from across the country and the world through the Nationwide Internships Consortium (NIC) database as well as other resources.

These funding programs were established to support students—outside the classroom in a real-world setting—who are pursuing a personalized experience that directly addresses their individual values and educational goals. Whether this experience occurs with a non-profit organization or a for-profit company, the internship must offer students training and experiences that enhance the students' classroom instruction, while still providing skills that can be used in multiple employment settings.

Because these internships are typically unpaid or low-paid, students may apply for a stipend of up to \$5,000 to be used to offset incidental expenses (travel, housing, commuter costs, etc.) that may be incurred in connection with the full-time summer internship. Internship stipends are not considered wages, as they are not a payment involving services as it relates to work.

INTERNSHIP REQUIREMENTS

To enhance the educational value of the experience, students who receive an internship will be required to:

- Identify a faculty mentor who agrees to review the application and provide a recommendation that will accompany the application.
- Participate in a pre-internship orientation held by the Office of Community Engagement.
- Complete weekly reflective journal entries during internship.
- Write a reflective paper on the internship experience under the guidance of a member of the Office of Community Engagement.
- Give a presentation about the internship experience during the academic year after the internship is completed.

INTERNSHIP ELIGIBILITY CRITERIA

General criteria for summer internships:

- Unpaid or low-paying internship (a total of \$1,000 or less)
- Minimum of 240 hours of supervised work (equivalent of 6 weeks/40 hours/week)
- Offered during the summer and completed by August 18
- Connected to the applicant's overall career goals or ideas
- It is strongly preferred that the internship take place entirely at the organization's work site, except when interns conduct work in the field, or attend meetings or conferences

Experiences/projects/programs NOT eligible for the Internship Awards:

- Projects that fulfill the criteria of summer undergraduate research at HMC

- Pre-thesis research at Harvey Mudd College or elsewhere without significant experiential learning component
- Program fees (funding will not cover fees to participate in study abroad, volunteer/service, exchange or other similar programs)
- Tuition-based summer programs including those with an internship component
- Internship or project receiving Harvey Mudd College cumulative course credit
- Independent projects
- Host organization cannot be owned or run by a member of student's immediate family

GENERAL STUDENT QUALIFICATIONS

- Currently enrolled as a student at Harvey College (not including visiting students)
- In good academic standing (not on probation), or have permission from the Dean of Students
- Submits a thoughtful application that demonstrates how this internship will allow the recipient to explore a career option of interest to him/her/them
- Demonstrates that they/he/she could not do this internship without receiving outside funding

SPECIFIC SUMMER FUNDING AWARD DESCRIPTIONS

The Donald and Dorothy Strauss Internship for Social Understanding (up to 3 recipients)

- **PURPOSE:** Established by Donald and Dorothy Strauss to engender in the participating students a significant and deep commitment to a lifetime of service activities
- **STIPEND:** Up to \$5,000 to help offset incidental expenses (travel, housing, commuter costs, etc.) students may incur in connection with a full-time summer internship lasting between 8-10 weeks
- **LOCATION:** Local non-profit social service agency
- **CLASS YEAR:** First-year students, sophomores and juniors
- **NOTE:** Interns will also participate in weekly roundtable discussions with Southern California leaders from nonprofit and governmental agencies

The Ben Huppe '14 Memorial Internship for a Sustainable World (up to 3 recipients)

- **PURPOSE:** Established by Maggie Lewis and Bob Huppe in honor and memory of their son, Ben, to honor his passion for science and technology and the role it plays in improving the environment and/or bringing technical solutions to underserved populations both domestically and internationally
- **STIPEND:** Up to \$5,000 to help offset incidental expenses (travel, housing, commuter costs, etc.) students may incur in connection with a full-time summer internship lasting a minimum of 6 weeks
- **LOCATION:** Domestic or international companies (small- to medium-sized) or non-profit organizations
- **CLASS YEAR:** First-year students and sophomores
- **NOTE:** The internship should involve direct, hands-on work in areas such as renewable energy, green technologies, environmental sustainability and/or the use of technology to solve problems of underserved populations

The Nathaniel Davis Prize for Public Policy and International Relations (1 recipient)

- **PURPOSE:** Established by Howard C. Deshong III '89 and Jeannette Deshong in honor and memory of the late Nathaniel Davis, HMC Professor Emeritus of Political Science, to enable HMC student who have an interest in public policy and/or international relations to pursue their interest more formally through a summer experiential learning experience nationally or abroad.
- **STIPEND:** Up to \$5,000 to help offset incidental expenses (travel, housing, commuter costs, etc.) students may incur in connection with a full-time summer internship lasting a minimum of 6 weeks
- **LOCATION:** Domestic or international non-profit social service and or government agency.
- **CLASS YEAR:** First-year students, sophomores and juniors

- NOTE: The internship should involve direct, hands-on work in areas such as advocacy, public policy, international relations, or foreign policy.

The New Millennium Experiential Learning Fund (1 recipient)

- PURPOSE: Established by Aaron Archer '98 and Gregory Rae '00 to engender in the participating students a significant and deep commitment to a lifetime of service activities
- STIPEND: Up to \$5,000 to help offset incidental expenses (travel, housing, commuter costs, etc.) students may incur in connection with a full-time summer internship lasting a minimum of 6 weeks
- LOCATION: Domestic or international non-profit social service agency
- CLASS YEAR: First-year students, sophomores and juniors
- NOTE: The internship will involve direct, hands-on experience with a community service project, preferably during the summer.

HOW TO APPLY

1. Students must have received an offer or be a finalist for a summer internship to be eligible for a funding award. The Office of Career Services and the Office of Community Engagement are happy to assist students in their search as we have access to over 6,000 internships from across the country and the world through the Nationwide Internships Consortium (NIC) database as well as other resources.
2. Submit a resume and completed online application (http://hmc.formstack.com/forms/unpaid_internship_funds2018) **by Monday, February 26, 2018.**

For questions about the summer internship funding awards process, please contact:

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