



**Semester in Washington 2010 Internship Application**  
**Scripps Howard Foundation**

1090 Vermont Ave. NW, Suite 1000  
Washington, D.C. 20005

Director: Jody Beck  
202-408-2748  
beckj@shns.com

**Your name:** \_\_\_\_\_

**Date you expect to graduate:** \_\_\_\_\_

**University:** \_\_\_\_\_

**SCRIPPS HOWARD FOUNDATION MISSION STATEMENT**

The Scripps Howard Foundation strives to advance the cause of a free press through support of excellence in journalism, quality journalism education and professional development. The Foundation helps build healthy communities and improve the quality of life through support of sound educational programs, strong families, vital social services, enriching arts and culture and inclusive civic affairs, with a special commitment to the communities in which the company does business.

**APPLICATION PROCESS**

Six interns are chosen for each term. Students with superior multimedia skills will be given preference over those without them.

Which term? If you are interested in more than one term, please indicate your first, second and third choice. The program receives far more applications for summer than for spring and fall.

**You must be an undergraduate during the term you spend in Washington.**

\_\_\_ Spring 2010 (Jan. 11 to April 16). Stipend \$2,350, plus free housing.

\_\_\_ Summer 2010 (June 7 to Aug. 13) Stipend \$1,800, plus free housing.

\_\_\_ Fall 2010 (Sept. 13 to Dec. 17) Stipend \$2,350, plus free housing.

\_\_\_ Spring 2010 Short Course (May 10 to June 3), open only to students from Hampton University and Florida International University. Stipend \$500, plus free housing. (Hampton and FIU students may also apply for other terms.) Hampton students submit application to Jody Beck in Washington; FIU students submit application to FUI Prof. Teresa Ponte.

## **TO APPLY**

Mail, clipped together (no notebooks or binders):

- This application,
- a resumé,
- a one-page essay analyzing a print or online story reported from Washington and why the story works, or doesn't. The story must have been published – in print or online – from Sept. 1, 2009, through the application postmark deadline. Copy and attach the story or provide the story's URL. You are responsible for making sure the link works.
- one or two letters of recommendation from professors or advisers,
- one or two names, telephone numbers and e-mail addresses of previous internship supervisors, and
- five clips, copied on 8.5 X 11 paper, including publication name and publication date, or a CD containing no more than five multimedia reporting projects (include a list of the URLs where the projects are available online, as originally published), or a combination of clips and multimedia projects not to exceed five stories.

Application packets must be **postmarked** by Nov. 2, 2009, for spring and summer 2010 and by March 15, 2010, for fall. E-mail or fax applications are not accepted. E-mail and fax recommendation letters are accepted. They must be **received** by one week following the mailing deadline. Candidates for spring will be notified via e-mail by Dec. 1, 2009; for summer by Dec. 15, 2009; and for fall by April 30, 2010. Hampton and FIU deadlines will be announced on campus.

## **PERSONAL INFORMATION**

Your address at school:

City:

State:

Zip:

Permanent address:

City:

State:

Zip:

Home telephone number:

School telephone number:

Cell phone:

E-mail address:

Date of birth:

Major field of study:

GPA in major:

GPA overall:

Academic adviser's name, telephone number and e-mail address:

Names of journalism courses completed or currently taking (no course numbers):

List all multimedia skills and programs in which you are proficient:

Have you ever been expelled from school or penalized for academic dishonesty? If so, describe the situation. (Use a separate sheet if necessary.)

**OTHER**

This internship requires that you be studying print or online journalism. You must also possess excellent interpersonal and communication skills, proficient reporting skills, computer and word processing skills, be able to use public transit and otherwise get around town on your own. Are you able to perform these duties without accommodation?

If not, what accommodation do you need?

If accepted, you will be required to sign a housing agreement and a liability waiver form. You will also be required to provide proof of health insurance. You will be required to live in a non-smoking furnished apartment (paid for by the foundation) and share (non-coed) common living areas with up to three other interns. The apartments are located on the third and sixth floors. The building has an elevator, although the building entry includes several steps. Do you have any special requirements that should be considered in reviewing your application? If yes, please explain, using a separate sheet if necessary.

### **CONSENT AND ACKNOWLEDGEMENT STATEMENT**

I hereby certify that I have a genuine interest in being selected for the Semester in Washington Program and that all of the foregoing statements are true and correct. I agree to assume a continuing responsibility to disclose additional or new information required by this application, but known to me only after this application was completed. I understand that my failure to make such a disclosure and that falsification of any of the information in this application or on any other form required by the program or in any interview, is grounds for the immediate ending of my participation in this program, regardless of when any failure or falsification may be discovered.

I understand that the Semester in Washington Program requires certain information about me to evaluate my qualifications for participation and to conduct its business if I am selected for the internship program. Therefore, I authorize the Semester in Washington to investigate my educational credentials, past employment and other matters contained in my application. I agree to cooperate in these investigations and release all parties from liability or responsibility with respect to the information supplied.

I understand that the Semester in Washington Program strictly prohibits involvement with illegal drugs and alcohol misuse, and if selected, I agree not to engage in illegal drug use or alcohol misuse. Either may result in the immediate ending of my participation in the internship program. If I am selected to participate in the internship program, I consent to submit to a pre-placement test for the use of illegal drugs. I understand I must successfully pass the test to be eligible to receive a placement in the program. If I am accepted into the Semester in Washington Program, I consent to taking a test for the use of illegal drugs or alcohol misuse at any time the program may require.

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Signature

date