

College of
Liberal Arts & Sciences
A T I L L I N O I S

LAS Honors, Student Academic Affairs Office • 2002 Lincoln Hall • 702 S. Wright Street • Urbana, IL 61801

PETER AND JOAN HOOD INTERNSHIP

Academic Year 2012-2013 Application Form

One upper level undergraduate student will be selected as the 2012-2013 Peter and Joan Hood Intern in the Student Academic Affairs Office in the College of Liberal Arts and Sciences. The intern will assist the Associate Dean and Assistant Deans with special projects and research studies pertaining to LAS Student Academic Affairs; for example evaluative assistance in the study of "best practices" together with support in the areas of access, admissions, honors, undergraduate research, transfer articulation, unit assessment and surveys.

Required qualifications include:

- Junior or senior status in an LAS major
- Strong leadership and communication skills
- Demonstrated writing and quantitative skills
- Experience with technology including Microsoft Excel
- High academic achievement (a minimum GPA of 3.3/4.0)

Name _____
(Please print clearly)

UIN _____ Major(s) _____

Cumulative UIUC GPA _____ Expected graduation date _____

Summer address _____

Phone (____) _____ Email _____@illinois.edu

Are you currently applying for or have you been appointed to any other student internships?

Names of two (2) references for possible contact (please do not request or include any letters)

Name Title/Position (i.e., faculty etc. / department or unit) Email

Name Title/Position Email

Please submit the following application components:

1. This application page
2. A cover letter including your career objective and goals, plus your experience with research and/or statistics, computer skills and technology.
3. A printout of your academic record-- available for viewing and printing on the Academic History screen, which you have access to on UI Integrate. The website is:
<https://apps.uillinois.edu/selfservice>
4. Your resume

Application materials may be sent by mail (faxes will not be accepted) to LAS Honors, Student Academic Affairs Office, 2002 Lincoln Hall, 702 S. Wright St., Urbana, IL 61801, or electronically to las-studentoffice@illinois.edu (be sure to write HOOD INTERNSHIP in subject line of email). Please note that due to the move back to Lincoln Hall, personal delivery may not be possible prior to July 30, 2012.

Application deadline for fullest consideration: 5:00 p.m. Monday, August 6, 2012. The selection committee reserves the right to contact applicants before closure date. For more information, call (217) 333-1158.