

John Ripley Internship Application Form

Full time 40 hours per week for eight weeks during the summer
at the Kansas Historical Society in Topeka • \$2,500 stipend

Application deadline: April 15

Applicant information

Student name _____ Date _____

Undergraduate or Graduate _____

Address _____

Email _____

Telephone (plus hours you can be reached) _____

See job description at kshs.org/11406

Applicant must meet at least one of these requirements:

- Currently enrolled at Washburn University
- Graduate of a high school in Shawnee County
- Resident of Shawnee County

College or university where currently enrolled _____

Is the internship course required for your degree program? _____

Name, address, email and telephone number of the professor/adviser for the course _____

Applicant background

Describe your academic preparation for the internship (include courses in history, anthropology, education, or other relevant disciplines) _____

Describe previous internships or work experience as they relate to the proposed internship _____

Enclosures (required):

1. Transcript (unofficial copy is acceptable)
2. Letter of recommendation (from course instructor, or if not taking the internship for credit, from academic advisor).
The letter should include a description of any course requirements for the internship and a discussion of the evaluation process for the course.
3. Cover letter describing your career goals and how this internship would further those.

Upon acceptance into the Historical Society internship program, each intern will, working with staff members, develop an agreement describing the internship requirements, including a schedule, work projects, and evaluation methods and criteria.

Applicant signature _____ Date _____

The Kansas Historical Society does not discriminate on the basis of disability in admission to, access to, or operation of its programs. The Society requests prior notification to accommodate individuals with special needs or disabilities.

Send to:

Kansas Historical Society Internships
Kansas Historical Society, 6425 SW 6th Avenue, Topeka KS 66615-1099
or email to information@kshs.org
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