

# Community and Economic Development Internship Application

## PERSONAL INFORMATION:

Please provide your full name and mailing address: \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

Home Telephone Other/Email Address \_\_\_\_\_

Are you a Bethlehem resident? \_\_\_\_\_ Yes \_\_\_\_\_ No

Are you legally authorized to be in the United States? \_\_\_\_\_ Yes \_\_\_\_\_ No

Do you have a student Visa? \_\_\_\_\_ Yes \_\_\_\_\_ No

Have you had a background check? \_\_\_\_\_ Yes \_\_\_\_\_ No

## EDUCATION:

College, University: \_\_\_\_\_

Major Area of Study/Degrees: \_\_\_\_\_ GPA: \_\_\_\_\_

Expected Date of Graduation: \_\_\_\_\_

I am a: Freshman \_\_\_\_\_ Sophomore \_\_\_\_\_ Junior \_\_\_\_\_ Senior \_\_\_\_\_ Grad Student

Languages Spoken Other than English: \_\_\_\_\_

Computer Program Knowledge (e.g. website design, GIS): \_\_\_\_\_

Does your school have a formal internship program? \_\_\_\_\_ Yes \_\_\_\_\_ No

Are credits available for an internship? \_\_\_\_\_ Yes \_\_\_\_\_ No \_\_\_\_\_ How Many? \_\_\_\_\_

Provide Name of Advisor or Program Contact: \_\_\_\_\_

Telephone # \_\_\_\_\_ Fax # \_\_\_\_\_ Email \_\_\_\_\_

REFERENCES: \_\_\_\_\_  
\_\_\_\_\_

## INTERNSHIP DETAILS:

I am applying for: \_\_\_\_\_ Fall \_\_\_\_\_ Spring \_\_\_\_\_ Summer

I am applying to the office in: \_\_\_\_\_

I am available on these days: \_\_\_\_\_ during these hours:  
\_\_\_\_\_

## Please submit the following with your application:

a) Resume b) 2 letters of recommendation c) Personal statement describing your interest and skill set that you would bring to this internship program - 1 page maximum, typed.

d) Documents confirming the completion of your background check.

If accepted as an intern, I understand and agree that this opportunity is provided as an unpaid internship. I further agree to abide by all rules and regulations set forth by the City of Bethlehem.

Signature: \_\_\_\_\_ Date: \_\_\_\_\_