

Graduate interns are required to work 15 hours each week. Please indicate the days and times you would like an intern to work at your agency.

Monday	Tuesday	Wednesday	Thursday	Friday	Saturday	Sunday

Please check the semester(s) your agency would like to sponsor an intern.

Fall Spring Summer

Required attire: _____

Is this a paid internship? Yes No If yes, amount to be paid _____

Is your agency able to reimburse the intern for travel expenses? Yes No

Does your agency require any of the following? (please check all that apply)

Physical Exam

Fingerprinting

Vaccinations

Other _____

Hepatitis B

Other _____

Laboratory Tests

TB

HIV

Drug Screening

Other _____

If you have any additional comments regarding this position, please write them on a separate sheet of paper and attach it to this form.

Please return completed forms to:

School of Public Affairs and Administration
 Rutgers University
 360 Martin Luther King Boulevard
 Newark, NJ 07102
 Att. MPA Director

Any questions call: 973-353-5093