



SUSQUEHANNA COUNTY
CONSERVATION DISTRICT

Conserving Natural Resources for Our Future

Student Internship Application with the Susquehanna County Conservation District

In order to help structure a meaningful placement experience, all students requesting an internship with the District must complete all sections below:

1. Student Information

- Name: _____ DOB: _____
- Home Address:

- Home/Cell phone #: _____ Best time to contact you: _____
- Campus residence address:

- Educational background major: _____
- Expected date of graduation: _____
- Grade point average/major: _____



- Please indicate standing at time of projected placement: (check one)

Undergraduate		Graduate	
Freshman	<input type="checkbox"/>	1 st year	<input type="checkbox"/>
Sophomore	<input type="checkbox"/>	2 nd year	<input type="checkbox"/>
Junior	<input type="checkbox"/>	3 rd year	<input type="checkbox"/>
Senior	<input type="checkbox"/>	4 th year	<input type="checkbox"/>

- Other qualifications:

- Please specify relevant vocational and educational experiences:

2. Sponsoring Educational Institution Data

- Institution name: _____
- Department: _____
- Mailing address: _____
- Phone number: _____

3. Placement Data

- Is an internship a requirement for your degree: Y N



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- Will you receive credits for the internship if so, how many: Y N # of credits _____
- Desired starting date & completion date: _____
- Are you requesting a full-time placement: Y N
- If not, days and hours desired _____
- Will you be employed or taking courses during this placement? If yes, list the times and location

- Describe expectations of this placement and types of experience(s) you desire.

- List any requirements or limitations affecting placement structure or scheduling, and any special needs of the educational institution or student: (material describing program should be attached).

Please attach your cover letter and resume addressed to:

Jennifer Raney, District Manager, 89 Industrial Dr., Montrose PA 18801 or email to jramey@suscondistrict.org



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4. **Acknowledgement**

I understand that:

- a) Susquehanna County Conservation District does not provide insurance or cover the exposure to risk for student interns and will not respond to a claim or suit for negligence against the student while on placement.
- b) I will not take any legal action against Susquehanna County Conservation District or any of its employees for any injury that may occur as a result of participation in internship with the District. This liability exposure is part of the overall education process for which the student intern (or sponsoring educational institution) is responsible.
- c) I will not use the name of any client or employee in reports, papers, or other academic assignments related to this internship. Also, I will not discuss specific cases, information or identifying data with anyone outside the Susquehanna County Department involved in this internship.

Student's Printed Name: _____

Student's Signature: _____

Date: _____