

# 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 Data

- 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: (circle one)

Undergraduate	Graduate
Freshman	1 <sup>st</sup> year
Sophomore	2 <sup>nd</sup> year
Junior	3 <sup>rd</sup> year
Senior	4 <sup>th</sup> year

- 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
- Will you receive credits for the internship if so how many Y    N    # of credits \_\_\_\_\_
- Desired starting date & completion date: \_\_\_\_\_
- Are you requesting a fulltime placement: Y    N
- If not, days and hours desired \_\_\_\_\_
- Will you be employed or taking courses during this placement? If yes days, 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: Business Manager, 88  
Chenango St, Montrose PA 18801 or email to [soil@suscondistrict.org](mailto:soil@suscondistrict.org)

#### **4. Acknowledgement**

I understand that:

- a) After successful completion of the internship a \$1,500.00 stipend will be granted
- b) 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.
- c) 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.
- d) 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: \_\_\_\_\_

Witness: \_\_\_\_\_

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