



Visit [Columbia Center for the Arts](http://Columbia Center for the Arts website) website.

COLUMBIA ART GALLERY INTERNSHIP APPLICATION

Name: _____ Social Security #: _____

Date of Birth (MM/DD/YYYY): ___/___/____ Age: _____

Current address:

City: _____ State: _____ Zip Code: _____

Cell Phone: (____) ____ - _____

Personal Email: _____

Emergency Contact: _____; Relation: _____

Address: _____

City: _____ State: _____ Zip Code: _____

Cell Phone: (____) ____ - _____

Home Phone: (____) ____ - _____

Work Phone: (____) ____ - _____

High School: _____ G.P.A. _____

College: _____ G.P.A. _____

Major/Minor: _____ Year in School: _____

Will you receive college credit for this internship? _____

Name of Intern Coordinator: _____

Phone: (____) ____ - _____

Email: _____

The Internship Dates are June 14 through September 30.

Part time: Mondays and Tuesdays, 15 hours per week (days negotiable)

List any known days you will be out of the office during your internship.

- _____
- _____
- _____
- _____
- _____

Columbia Art Gallery is open everyday from 11am – 6pm during the summer. Please list days and times of the week you are available.

Day	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday	Sunday
Time Available							

Please list below your computer knowledge/skills:

List three of your favorite books:

- 1.)
- 2.)
- 3.)

List the three websites you most often visit:

- 1.)
- 2.)
- 3.)

Short Answer Questions:

1.) List the names of any organizations to which you belong, the positions you have held in each, if any:

2.) Describe what you enjoy doing in your leisure time.

Essay Question:

1.) Please write and attach a brief essay (500 or less) that addresses the following questions: What are your reasons for applying to the Columbia Art Gallery Internship Program and what do you hope to gain from this experience? How does this internship relate to your academic and career goals? What do you envision will be the most exciting aspect for you? What might be a difficult challenge for you?

References:

1.) Please list three (3) references and include name, address and phone number and your affiliation with that person:

a.)

b.)

c.)

Signature: _____ Date: _____

(Please include a copy of your resume & transcript)