(please view in Adobe Acrobat)

LBJ SCHOOL
THE UNIVERSITY OF TEXAS AT AUSTIN

Endowed Internship Fellowship Application

Attach the required documentation to this sheet and turn in your completed application to the box outside of the LBJ Fellowships Office at SRH 3.387.

Student Name: _____ UT EID: _____

Student Email: _____ Date of Submission: _____

LBJ Program: ○ PhD ○ MPaff ○ MGPS ☐ DC ☐ Dual: _____

International Student: ○ Yes ○ No Number of LBJ School hours registered: _____

Semester applying for: ○ Fall ○ Spring ○ Summer Current GPA: _____

Available Fellowships

Please select the specific fellowship(s) for which you qualify and would like to be considered:

- ☐ Barbara Jordan Fund
- ☐ Eleanor Crook DC Fellowship
- ☐ Frances Goff Texas State Government Fellowship
- ☐ Helen J. and Robert S. Strauss Fellowship Fund for Internships
- ☐ J.J. “Jake” Pickle Internship Fellowship
- ☐ Paul L. Leventhal Fellowship
- ☐ Steve Lowell Spinner Internship Fund
- ☐ Terrell Blodgett Fellowship for Government Services in Urban Management and Finance
- ☐ Texas Lyceum Fellowship
- ☐ William H. Crook Program in International Affairs

Required Documentation

For your application to be considered complete, you must attach the following:

1. A copy of your completed Internship Approval Request Form signed by your Graduate Advisor and approved by the Career Management Office.

2. A letter from the agency confirming the internship agreement and indicating the staff person who will provide supervision.

3. A one-page narrative describing the nature of your internship and its relevance to your future goals.

4. A copy of your current resume.

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Eligibility Requirements

1. A student must have an approved internship prior to applying for a fellowship award. For the Paul L. Leventhal and Texas Lyceum Fellowships, students do not need to have an internship at the time of application.

1. A student is eligible to receive only one LBJ School of Public Affairs fellowship for an internship/policy apprenticeship during the course of his/her studies at the LBJ School.

2. Students who have waived their internship or otherwise completed the internship requirement are not eligible for these awards.

3. Students enrolled in the PhD or EMPL programs are not eligible for these awards.

4. Students must have an established direct deposit bank account to receive an internship fellowship award.

5. Students completing their internships abroad are required to submit travel paperwork and receive travel approval prior to receiving internship funding.

6. If a student receives an internship fellowship for an unpaid internship and switches to a paid internship, the student will be required to reimburse the LBJ School for the full award amount prior to graduating. I understand and agree that my failure to do so may result in a non-financial administrative bar on my student record and this bar may not be lifted until the reimbursement is made.

7. Fellowships are awarded until the funds are exhausted. There are no guarantees of receiving an award.

Student Signature

By signing this application, I verify that I have read and understand the Internship Fellowship application requirements and the eligibility information provided by the LBJ School and will comply with all of the above requirements.

Student Signature: _____ Date: _____

Internal Use Only

Full-time student? ○ Yes ○ No Degree-seeking? ○ Yes ○ No Good academic standing? ○ Yes ○ No

Included: ☐ Approved internship application ☐ Letter confirming internship ☐ One-page essay ☐ Resume

Internship qualifies for selected fellowships: ○ Yes ○ No

Verified by: _____ on _____ GPA: _____

Graduate Admissions & Program Coordinator ***Date***

Request qualifies for selected fellowship? ○ Yes ○ No

Internship Request: ☐ Approved ☐ Denied by Fellowship Committee on _____ Award amount: _____

Verified by: _____ on _____

Fellowship Specialist ***Date***