



Hill-Stead  
MUSEUM

### Internship Application

(Please PRINT or TYPE all information)

Interns should include with their applications a brief cover letter summarizing qualification, related experience, and internship goals, a letter of recommendation from faculty member, resume, and a copy of academic transcript.

Name \_\_\_\_\_ College/University \_\_\_\_\_

College Address \_\_\_\_\_ Telephone No \_\_\_\_\_  
(Include Area Code)

E-Mail \_\_\_\_\_

Social Security No: \_\_\_\_\_ - \_\_\_\_\_ - \_\_\_\_\_

City/State/Zip Code

Home Address \_\_\_\_\_ Telephone No \_\_\_\_\_  
(Include Area Code)

E-Mail \_\_\_\_\_

City/State/Zip Code

Available: First Date Available: \_\_\_\_\_ Last Date Available: \_\_\_\_\_

Indicate 1<sup>st</sup>, 2<sup>nd</sup>, and 3<sup>rd</sup> choices of museum department/s requested:

- |            |                          |                 |                          |                |                          |
|------------|--------------------------|-----------------|--------------------------|----------------|--------------------------|
| Curatorial | <input type="checkbox"/> | Education       | <input type="checkbox"/> | Archives       | <input type="checkbox"/> |
| Marketing  | <input type="checkbox"/> | Finance         | <input type="checkbox"/> | Administration | <input type="checkbox"/> |
| Garden     | <input type="checkbox"/> | Poetry Festival | <input type="checkbox"/> |                |                          |

Degree \_\_\_\_\_ Major Concentration \_\_\_\_\_ Minor \_\_\_\_\_

Indicate Status: Freshman \_\_\_ Sophomore \_\_\_ Junior \_\_\_ Senior \_\_\_ Graduate Student \_\_\_

Career Plans \_\_\_\_\_

Computer Software Proficiency: Microsoft Office \_\_\_ Windows 2000 \_\_\_ Excel \_\_\_ Outlook \_\_\_

Other software (specify): \_\_\_\_\_

Additional skills (Please specify, e.g. desktop publishing) \_\_\_\_\_

Will you receive academic credit for this Internship? Yes \_\_\_ No \_\_\_ (Include guidelines & forms with application)

What are your goals in pursuing an Internship at the Hill-Stead Museum? \_\_\_\_\_

Student Signature \_\_\_\_\_

Application Date \_\_\_\_\_

Return this application and requested attachments to:  
Internship Opportunities  
Hill-Stead Museum  
35 Mountain Road, Farmington, CT 06032-2304