



M U S E U M

Internship Application

(Please PRINT or TYPE all information)

Applicants should include with their applications a brief cover letter summarizing qualification, related experience, internship goals, a letter of recommendation from faculty member, resume, and a copy of academic transcript. For fall internships, please respond by September 1; for spring, January 1; and for summer, April 1. Deadlines may be extended until intern positions are full.

Name _____ College/University _____

College Address _____ Telephone No. _____
(Include Area Code)

E-Mail _____

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 1st, 2nd, and 3rd 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"/>	Development	<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