



INTERNSHIP APPLICATION FORM

Winter/Spring Session 2013

Please submit this application with:

***A cover letter, resume, two letters of recommendation,
and a copy of your current grade transcript.***

Application materials should be sent as a complete packet.
Incomplete application packets may not be considered.

Applications are accepted within two months prior to the application deadline which are as follows:

Summer: March 10

Fall: July 10

Spring/Winter: November 10

Applications will not be accepted after the deadline for the corresponding session.

Please type or print clearly.

Name: _____

Present Address or School Residence Address: _____

City: _____ **State:** _____ **Zip Code:** _____

Cell phone/School Residence Phone: _____ **Permanent phone:** _____

E-mail Address: _____

University: _____ **Major:** _____

Year in school (please circle): Junior Senior Graduate Masters Doctoral

Area of Interest: For consideration in more than one area, please rank your first, second, and third choice in order of interest (1, 2, and 3).

- | | |
|--|---|
| <input type="checkbox"/> Encounters-Birds Animal Care
<input type="checkbox"/> Forests Biome Animal Care
<input type="checkbox"/> Marine Mammals Animal Care
(SCUBA certification preferred)
<input type="checkbox"/> Oceans Biome Animal Care
(SCUBA certification preferred)
<input type="checkbox"/> Oceans Water Quality Lab
<input type="checkbox"/> Plains Biome Animal Care
<input type="checkbox"/> Veterinary Hospital Animal Care/Nutrition
(Pre-Vet preferred/Undergraduates only) | <input type="checkbox"/> Business Administration
<input type="checkbox"/> Education Programs
<input type="checkbox"/> Human Resources
<input type="checkbox"/> Institutional Advancement(Fundraising)
<input type="checkbox"/> Public Relations
<input type="checkbox"/> Occupational Safety and Health
<input type="checkbox"/> Volunteer Management |
|--|---|

Are you SCUBA certified? ____ Yes ____ No

Are you receiving school credit for your internship? ____ Yes ____ No

(If yes, please make arrangements prior to the start of your internship).

Date Available to Start _____ End Date _____

**Intern must be able to work a minimum of 12 consecutive weeks
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Have you been convicted of or pleaded guilty to a felony or misdemeanor other than a minor traffic violation? (A conviction will not necessarily disqualify you from an internship. The effect of a conviction will be assessed with respect to time, circumstances, seriousness of the offense, and job responsibilities and duties. However, your failure to list a conviction or plea will disqualify you from consideration for an internship or will result in termination from the intern program if subsequently discovered). If yes, please state the nature of the conviction or plea, the date, and explain.

Nature of the conviction or plea

Date

Please Explain

Have you ever been accused of a crime, or been the subject of an investigation, regarding child protection and safety, including (but not limited to) child abuse, neglect, or sexual abuse? (Answering affirmatively to this question may not exclude you from an internship with the Indianapolis Zoo, but the Indianapolis Zoo needs truthful and accurate information in response to this question in order to fully evaluate your internship application.) If so, please explain the circumstances and the outcome.

Please Explain

I certify that this application was completed by me and that all entries and information in it are TRUE and COMPLETE to the best of my knowledge. I understand that false, misleading, or omitted information in my application may result in the rejections of my application, the revocation of an internship offer or discharge.

Applicant Signature

Application Date

Please send completed application packet to:
Manager of Volunteer Services,
1200 West Washington Street,
P.O. Box 22309, Indianapolis, IN 46222-0309
Or fax to 317-630-5114