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**Internship Placement Application Form**

***Use this form to request an intern for Summer 2023***

**Name:**

**Title:**

**Organization:**

**Phone:** **Email:**

|  |  |
| --- | --- |
|  | **My organization is interested in hosting an Academy intern for approximately 11-12 weeks (May/June**  |
|  | **through August/September 2023).** Our 2022 programs were 80% in-person. Based on current public health guidance, we will be 100% in-person for 2023 programs. Yes No **Our ideal start date for an intern is:**  |

**Please indicate which Academy internship program fits with your organization’s need:** ([Click here for a description of each program](https://www.nasi.org/internship-opportunities))

|  |  |
| --- | --- |
|  | John Burton Internship on Workers’ Compensation Research and Policy  |
|  | Rashi Fein Internship in Health Policy |
|  | Leeba Lessin Internship on Health and Medicare Policy  |
|  | Somers Aging and Long-Term Care Research Internship (research and writing focus) |
|  | Congressman Pete Stark Health Policy Internship (graduate students only) |
|  | Eileen Sweeney Graduate Internship in Disability Policy |

**Will you supervise the Academy intern personally?**

|  |  |  |  |
| --- | --- | --- | --- |
|  | Yes |  | No |

**If not, who will be supervising the Academy Intern?**

Name**:**

Phone**:**

Email**:**

Department in which student would work:

**Work Description**

(Or please attach an existing intern position description, if you have one.)

**What are the essential functions you might expect the student to perform?**

**Are you prepared to provide reasonable accommodations for a qualified applicant with a disability?**

(We appreciate as much detail as possible to ensure a good match between prospective interns and your organization.)

**Student qualifications:** *(Please note if required (r) or preferred (p).*

Prior course work:

Computer skills:

Other necessary qualifications:

**Program funding:** As of 2021,the Academy is compensating interns in our program according to Washington, DC’s minimum wage ($15/hour as of July 1, 2020). Depending on how many hours a week an intern works (30-40 hours/week) and how many weeks (10-12 weeks), the amount each student earns may range from $4,500-$7,200 for the summer. The Academy’s total cost (including recruitment, placement, and ongoing support to each intern throughout the summer program) is significantly more than the honorarium interns receive.

**Will your organization be able to contribute at least $4,500-$7,200 to cover your intern’s honorarium?**

**Will your organization be able to contribute beyond the honorarium to help cover the full cost of the program? If yes, how much additional will you be able to contribute?**

**If you have a limited budget, please indicate what amount you will be able to contribute (by June 30, 2023).**

The Academy is committed to providing the best possible professional experience for each intern. Lack of funding will not disqualify promising placement opportunities, but adequate funding is taken into consideration as we determine the size of the 2023 cohort and how many students we can serve. Thank you for your support.

**Please send your completed form by e-mail to** **ajailal@nasi.org****. Thank you!**

**Ariella Jailal**

Program Coordinator

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