

**Environmental Studies
Application for Internships and Assistantships**

Name: _____

Class: _____

Major: _____

Faculty Member for Letter of Recommendation: _____

Faculty Member for Letter of Recommendation: _____

Organization (please provide a link to the organization website, if it has one):

Supervisor/Organizational Contact (name, position and contact information, including address, phone number and email):

Status of Internship or Research Assistantship Application: _____

Deadline for Decision of Acceptance: _____

Please attach your response to the following questions on another sheet.

Proposed Internship/Research Assistantship:

Provide a description of your proposed internship or research assistantship. Please include details about the position, and how it will contribute to your education at Carleton, and specifically to your major in Environmental Studies.

Financial Information:

Submit an approximate budget by completing the Budget Worksheet provided below.

Please note: ENTS will only fund research assistantships at other institutions only if there is no other source of funding available.

Please send to Lisa Falconer at lfalconer@carleton.edu or campus mail 2-GDSELL.

Budget Worksheet

Student Name _____

Dates of Internship _____

Budget

Lodging

Number of weeks needed: _____

Cost per week: _____

Total Lodging: \$ _____

Transportation

Origin city: _____

Destination city: _____

Mode of transportation: _____

Total transportation expenses: _____ \$ _____

(Use the least expensive airfare when air travel is necessary and attach quote to application)

Mode of daily transportation: _____

Number of days commuting: _____

Daily commuting expense: _____

Total Transportation: \$ _____

The least expensive mode of transportation will be funded unless other mode(s) are deemed necessary for the successful completion of the project

(\$0.14/mile for personal car use. If a college car is used, the college mileage fee for the particular car will apply)

Food

Number of weeks food is needed: _____

Weekly grocery and eating out expense: _____

(avg grocery \$50/wk, avg eating out \$25/wk)

Total Food: \$ _____

Other expenses (description and cost)

Other _____ \$ _____

Other _____ \$ _____

Total Other: \$ _____

TOTAL BUDGET \$ _____

STIPEND REQUESTED FROM ENTS
(Maximum allowed \$4,800) \$ _____