

2009 Summer Internship Program (SIP) Application

Application deadline: April 27, 2009

Prerequisites for application:

- Applicants must be entering their senior year of high school
- Applicants must have completed a biotechnology class with a grade of “C” or better. Any Advanced Placement (AP) science class can substitute for the biotechnology course prerequisite with teacher approval.
- Be legally eligible for employment in the United States of America.

All application materials must be complete for consideration.

All applicant materials must be received by Monday, April 27, 2009. Please use the following list to ensure that all your materials have been completed. Please initial next to each item on the list.

Application Checklist:

	Completed Application (Pages 2-5)
	Signed Parent Permission Form (Page 7)
	Signed Student Intern Expectations and Truthfulness page (Page 5)
	Teacher Letter of Recommendation Form in a sealed envelope. (If your teacher is sending it separately, initial here: _____)
	Official or Unofficial Transcripts
	Short Answer Response



A. Applicant Information:

Student Name (Last, First) _____, _____

Street Address _____

City _____ State _____ Zip Code _____

Mailing Address, if different from above:

Home Phone _____ Cell Phone _____ E-mail _____

T-shirt size (please circle one) S M L XL XXL

Age as of June 1, 2009 _____

Emergency contact information:

Name: _____ Phone Number _____

Relationship: _____

Are you a US citizen? _____ Yes _____ No

Are you eligible to work in the United States? _____ Yes _____ No

Does your family qualify for free or reduced price meals under the Federal School Lunch program? (See Federal Income Chart below)

_____ Yes _____ No

Federal Income Chart			
For School Year 2008-2009			
Household Size	Yearly	Monthly	Weekly
1	\$19,240	\$1,604	\$370
2	\$25,900	\$2,159	\$499
3	\$32,560	\$2,714	\$627
4	\$39,220	\$3,269	\$755
5	\$45,880	\$3,824	\$883
6	\$52,540	\$4,379	\$1,011
7	\$59,200	\$4,934	\$1,139
8	\$65,860	\$5,489	\$1,267
Each Additional Person	\$6,660	\$555	\$129

B. School Information:

1. High School Name: _____

2. Address: _____

3. City: _____ State: _____ Zip Code: _____

4. High School grade point average:

- Weighted GPA _____
- Un-weighted GPA _____

5. Place a check mark next to the school description that represents the high school you attended:

- Public
- Public magnet
- Private Religious
- Private Preparatory
- Other (describe)

6. Please provide the following information regarding the teacher providing your written recommendation. Be sure also to complete the top portion of the Teacher Recommendation Form before you give it to your teacher.

- Name: _____
- Content Area: _____
- Phone: _____
- Email: _____

C. Extracurricular & Personal Activities

Honors, Awards, and Achievements

Activity	Description	Grades Participated				Positions or Honors
		9	10	11	12	

School Activities and Organizations or Community Involvement

Activity	Description	Grades Participated				Approx Time spent		Positions or Honors
		9	10	11	12	Hrs/wk	Wks/yr	

Sports

Activity	Description	Grades Participated				Approx Time spent		Positions or Honors
		9	10	11	12	Hrs/wk	Wks/yr	

Work Experience

Activity	Description	Grades Participated				Approx Time spent		Positions or Honors
		9	10	11	12	Hrs/wk	Wks/yr	

Enrichment/ Hobbies

Activity	Description

D. Short Answer Response Question

Attach your document and transcripts to the completed application.

Please type your answer and keep your response to 150 words or less per question.

1. Discuss the reasons why you wish to participate in the Biodesign Institute summer internship program. If you feel your grades in academic coursework do not reflect your potential, please explain.
2. Review the Biodesign Institute's web site at www.biodesign.asu.edu to learn about our research centers. Please list in rank order the research centers in which you are most interested.
3. If you have any additional information you would like us to consider in reviewing your application, please include your short answer response with the questions from above. Limit your response to no more than 50 words.

Student Intern Expectations and Truthfulness Statement:

Interns are expected to work about 15-20 hours each week from June 8 - July 20, 2009. You must complete a total of 90 hours during the six week program. If selected, your mentor will establish your exact work schedule, but all work will be between the hours of 8 a.m. and 5 p.m. Monday-Friday. If your mentor has a need for more hours and you are willing, these hours may be increased. Mentors will attempt to take the intern's preferences for work days and times into consideration, but the final schedule will be at the discretion of the mentor.

In signing this form, I'm certifying that I have read the above paragraph and am willing and able to abide by these guidelines.

In addition, my signature hereby affirms that, to the best of my knowledge, all information furnished on these forms or attached to my application is complete and accurate. I understand that withholding requested information or giving false information might make me ineligible for participation in the Biodesign Institute Program. I certify that I wrote my own personal statement. If it becomes necessary for me to withdraw my application, I agree to notify Biodesign Institute's Director of Educational Outreach immediately so that I will not deprive another student of the opportunity to participate.

(Printed) Student's Last Name

First Name

Middle Initial

Student's Signature

Submittal Information

Review the checklist to ensure your application packet is complete.

1. Mailed applications must be postmarked by **Friday, April 24, 2009**. Send all mailed applications to:

Summer Internship Program
c/o Communications Department
Biodesign Institute at Arizona State University
1001 S. McAllister Ave.
Tempe, AZ 85287

2. Faxed applications must be received by **Monday, April 27, 2009**. Fax applications with a cover sheet to: Summer Internship Program, (480)727-8305

3. Delivered applications must be delivered to the front desk in the Biodesign Institute by 5 p.m. **Monday, April 27, 2009**. Delivered applications must be in an envelope labeled "Summer Internship Program, c/o Communications Department." Directions to the Biodesign Institute are available on our website: www.biodesign.asu.edu/

Notifications of acceptance to the 2009 Summer Internship Program
will be **May 11, 2009**

**Parent/Guardian Information and Permission Sheet
The Biodesign Institute at ASU – High School Summer Internship Program**

This section must be completed by a parent or legal guardian of the applicant.

The Biodesign Institute at Arizona State University is a laboratory environment that includes research in the life sciences, engineering and computing fields. All participants will receive an orientation in basic safety practices, and will be required to sign paperwork prior to their internship related to safety, confidentiality and other rules of the university.

Interns can expect to work a minimum 15-20 hours per week between June 8 - July 20, 2009. Depending on their availability and their mentor's needs, more hours may be assigned up to 40 hours per week.

Interns will be expected to provide for their own transportation to and from the Institute. Work days and hours for each intern will vary, but all work will be on weekdays between the hours of 8 a.m. and 5 p.m.

Interns will be expected to provide their own lunches. They may bring their lunches or purchase lunch from a sandwich shop at the Institute or other eating locations on or near campus. Lunch will be provided on July 20, 2009.

Photos will be taken of students who are accepted for an internship in groups and individually, and these may be used for publicity purposes. Please check one of the boxes below to indicate whether you give permission for your child to be photographed.

I agree to the use of photographic or video images of my child participating in the internship program and understand there is no compensation for the use of such photos by ASU. I understand that the photos will not be subject to my review/approval.

I hereby withhold permission for my child to be photographed.

I have read the above and, by signing my name below, agree to have my child participate in the internship program if selected.

Name (Last, First): _____, _____

Relationship: _____

Signature

Your contact information:

- Daytime Phone: _____
- Evening: _____
- Email: _____

Please provide your address if it is different from the applicant's:

**The Biodesign Institute at ASU: 2009 Summer HS Internship Program
Teacher Recommendation Form**

Student's name: _____

Teacher's name and class for which they were your teacher: _____

Instructions for teacher:

The above student has applied for the Summer High School Internship Program at Biodesign Institute at Arizona State University. They require a teacher's letter of recommendation to complete their application, and are asking you to provide this based on the guidelines below.

Please submit this form, which provides a consistent means for teachers to rate applicants, as well as a letter of recommendation. Place in a sealed envelope, signing your name across the seal. The student candidate will include your sealed letter with the application packet. If you prefer, you may send the letter directly to: **Summer Internship Program, c/o Communications Department, Arizona State University, 1001 S. McAllister Ave, Tempe, Arizona, 85287.** Please send at your earliest convenience, but postmarked no later than Friday, April 24, 2009.

The Biodesign internships are geared for students who are likely to pursue an education/career in science, technology or mathematics. The following qualities have characterized past successful interns, and you may wish to include a review of the student's capabilities in these areas; Motivation to pursue scientific education/career path, Analytical skills/Creativity, Willingness to work hard to attain goals, Aptitude for laboratory research (the internship involves hands-on laboratory research) and Academic preparation/performance.

Assessment of Student Capabilities

Please rate the applicant by circling the number that most nearly represents your opinion of the applicant in comparison with a representative group of individuals you have known who have the same amount of education and experience as the applicant.

	Unable to Judge	Poor Lowest 25%	Fair 26%-49%	Average 50%-75%	Excellent 76%-90%	Outstanding 90%-100%
Intellectual Ability	0	1	2	3	4	5
Integrity	0	1	2	3	4	5
Work Habits	0	1	2	3	4	5
General Motivation	0	1	2	3	4	5
Leadership	0	1	2	3	4	5
Imagination/ Creativity	0	1	2	3	4	5
Initiative	0	1	2	3	4	5
Ability to work with others	0	1	2	3	4	5
Ability to work independently	0	1	2	3	4	5
Maturity	0	1	2	3	4	5
Ability to communicate (written)	0	1	2	3	4	5
Ability to communicate (spoken)	0	1	2	3	4	5

Name _____ Title _____

Signature _____ Date _____

School _____