



APAPA

Asian Pacific Islander American Public Affairs Association Community Education Foundation (APAPA-CEF)

Non-profit organization 501(C)-3 Tax ID No. 55-0849384

Empowerment of Asian and Pacific Islander Americans

Bay Area Region College Internship Program

Application Deadline: February 26, 2016

APAPA-Bay Area Region (BAR) Summer Internship Program is designed to prepare college students to become future public service leaders. This program provides an opportunity for undergraduate students to develop their leadership skills, gain professional experience and become civically engaged while also earning accredited college credit (3 units) with Golden Gate University (GGU)'s Public Administration Program—the oldest in the San Francisco Bay Area.

After the program, public service interns are expected to have gained the knowledge and skills to:

- Identify and analyze organizational issues and policy concerns;
- Apply and practice public service concepts and theories;
- Serve and assist confidently and effectively; and
- Lead, follow, and communicate in a professional setting.

Eligibility

The program is open to all California resident college students who have an overall GPA of 3.0 or higher.

Selection Criteria

Applicants will be selected on the basis of:

- Demonstrated leadership
- Interpersonal skills
- Written and verbal communication skills
- Community service
- Recommendation
- Academic performance

Program length and financial aid

Orientation will be held on April 23, 2016. Program runs from July 6, 2016 through August 20, 2016. GGU tuition fee is \$1,830 (3-unit course). Financial need scholarships are available. Add GGU to your FAFSA record. **Students are responsible for their own books, course materials, housing, transportation, and health insurance.**

Requirements

- Enroll in PAD 197: Public Administration Internship at Golden Gate University
- Intern for 120 hours minimum
- Attend APAPA-Bay Area Region Internship Award & Scholarship Fundraising Gala held in the Bay Area. Date TBA. There is no charge for you and one guest to attend. There will be a cost for each additional guest.



APAPA

Asian Pacific Islander American Public Affairs Association Community Education Foundation (APAPA-CEF)

Non-profit organization 501(C)-3 Tax ID No. 55-0849384

Empowerment of Asian and Pacific Islander Americans

Placement

Interns who are applying for Bay Area Region may be placed in a public service agency within the Greater Bay Area Region (San Francisco Peninsula, Oakland to San Jose, Tri Valley Area) and vicinity.

Deadline

Application materials are due by February 26, 2016

Interviews will be held on March 21-25, 2016

Applicants will be notified of committee decision by March 28, 2016



APAPA
Asian Pacific Islander American Public Affairs Association
Community Education Foundation (APAPA-CEF)

Non-profit organization 501(C)-3 Tax ID No. 55-0849384

Empowerment of Asian and Pacific Islander Americans

APAPA Internship Application

- ◆ Please email application and supporting documentation to Vickie Tran at vickietran@apapa.org, or mail post-marked by **February 26, 2016** to: **APAPA-BAR, 1963 Sabre Street, Hayward, CA 94545.**

◆ GENERAL INFORMATION

Name: _____
Last First Middle initial

Gender: Female Male Date of Birth: _____ / _____ / _____ Place of Birth: _____
Month Day Year

Driver's license (State, #) _____

Citizenship status: U.S. citizen Permanent resident

Current Address: _____
Street City State/ZIP

Cell Phone: (____) _____ Effective until: _____ / _____ / _____
Month Day Year

Home phone: (____) _____

Preferred contact email: _____

Permanent Address: _____
Street City State/ZIP

Permanent Phone: (____) _____ Fax (if available): _____

◆ EMERGENCY CONTACT INFORMATION

Name: _____ Relationship _____

Address: _____
Street City State/Zip

Cell phone: (____) _____ Work phone: (____) _____



APAPA

Asian Pacific Islander American Public Affairs Association Community Education Foundation (APAPA-CEF)

Non-profit organization 501(C)-3 Tax ID No. 55-0849384

Empowerment of Asian and Pacific Islander Americans

◆ EDUCATIONAL BACKGROUND

College name: _____ Location: _____
City State

Degree seeking: _____ Major/minor: _____

Current class year: _____ Overall GPA: _____ Expected graduation date: _____

◆ PERSONAL STATEMENT

Please write a 500-word statement (single spaced, one-inch margins, 12 point font) addressing the following:

- *Asian Pacific Islander background or interest in the API community*
- *Community service or volunteer experience*
- *Work experience, if any*
- *Academic and career goals*
- *Future plans in public service, politics, government, or nonprofit*

◆ WAIVER AND CERTIFICATION

- I understand that I hold APAPA, APAPA-BAR, their boards and members, and employees harmless from any and all liability or claims which may arise out of, or occur, in connection with my participation in this program.
- I understand that I hold Golden Gate University, their board, faculty, staff, and employees harmless from any and all liability or claims which may arise out of, or occur, in connection with my participation in this program.
- I understand that this application, plus all accompanying documents, become the property of APAPA.
- I certify that the information I submitted on this application is accurate to the best of my knowledge. I also understand that I will be liable for all costs that APAPA may incur as the result of any misrepresentation, omission, or willful inaccuracy that I include on this application.
- During my internship, I understand that I am responsible for any and all travel, housing, living and medical expenses that may be incurred. I am responsible either personally or through my insurance coverage.
- I also understand that APAPA and APAPA-BAR are not responsible for the theft of or damage to, my personal property.
- If selected, I promise to complete all APAPA program and GGU course requirements.

Name of applicant (please print)

Signature

Date



APAPA

Asian Pacific Islander American Public Affairs Association Community Education Foundation (APAPA-CEF)

Non-profit organization 501(C)-3 Tax ID No. 55-0849384

Empowerment of Asian and Pacific Islander Americans

✓ APPLICATION CHECKLIST

Please make a copy of the complete application for your records. Please include the following items:

- Signed Application form
- Your resume
- Most recent unofficial transcript
- One letter of recommendation
- Your personal statement
- Full color photo head shot, 2 inches square and 300 dpi (600 pixels square). The photos will not be provided to the Internship Selection Committee or used as a basis for selecting the interns. Your photo will be used strictly for the program book and publicity purposes.
- One short paragraph autobiography.
- Email all materials, including transcript to Vickie Tran at vickietran@apapa.org or mail to:
- **Attn: Internship Program**
- **APAPA BAR**
- **1963 Sabre Street**
- **Hayward, CA 94545**

Deadline: Application and materials must be postmarked by February 26, 2016. An incomplete application will not be considered.

APAPA BAR strives to effectively promote the internship program. Please let us know how you heard about our program by checking one of the following.

- **College/University**
- **APAPA website**
- **APAPA Social Media**
- **Which media? _____**
- **Press Release**
- **Newspaper**
- **Name of newspaper: _____**
- **Relative/Friend**
- **Community Organization**
- **Name of organization: _____**
- **Other: _____**

If you have any questions regarding the Bay Area Region College Internship Program, please contact Vickie Tran at vickietran@apapa.org

Thank you for your interest in the APAPA BAR College Internship Program 2016.