



Application Information for Undergraduate Internship Summer 2018

The Yuen Fong and Lew Oy Toy Family Internship in Chinese American Studies

Award: One internship stipend of \$4,500

Terms: Ten week summer internship at 30 hours per week during the period of mid-June to early September.
Student will be funded for a proposed internship with either of the two following sites:

- Chinese American Museum camla.org
- Chinese Historical Society of Southern California www.chssc.org.

Eligibility:

- Must be a continuing undergraduate student enrolled at UCLA for 2017-18 and 2018-19 academic years.
- Provide evidence of academic record and interest in Chinese American history and/or experience. Students can get an unofficial (or student copy) transcript may be obtained online through MyUCLA. The unofficial transcript can be viewed on-screen or printed as a PDF. There is no charge for an unofficial transcript. Read essay guidelines below.
- Submit a resume. If you do not have one see guidelines on application.
- Students in any degree program can apply. Students interested in Chinese American Studies, Asian American Studies, Ethnic Studies, History, Art, Museum Studies, Law are encouraged to apply.

Essay: In addition to submitting application information, please describe your background, interest, and/or experience in working with a community organization or project dedicated to Chinese Americans.
Please indicate if you are bi/multilingual in any language and/or bi/multicultural with any ethnicity/race.
Essay should be no more than 500 words maximum.

Deadline to apply: February 26, 2018, Monday by 5:00 pm

Submit application with your resume and essay as a Microsoft Word document and pdf of your academic transcript to scp@aasc.ucla.edu, in the email subject heading, please enter: 2018 Application for Toy Internship.

Application on pages 2 and 3



Application for Undergraduate Internship Summer 2018

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Applicant Information: *Information must be typed on the form.*

Name: _____ Gender: _____
 First Middle Last

UCLA Student Identification Number: _____ Email address: _____

Cell Phone: (____) _____ Permanent Home Phone: (____) _____

Mailing Address when enrolled in school:

Street

City

State

Zip

Permanent Mailing Address:

Street

City

State

Zip

Degree Program enrolled in: Bachelor of Arts / Bachelor of Sciences (circle one)

Undergraduate Major(s): _____

Minor (s): _____

Cumulative Grade Point Average Winter quarter: _____ Academic units completed to date: _____

Student status in Fall 2018: Freshman (0-44.9) Sophomore (45-89.9) Junior (90-134.9) Senior (>135 units)

Expected Month & Year of Graduation: _____

California Resident? Yes No U.S. Citizen? Yes No

If "No," Country of Citizenship: _____ Visa Type: Student Permanent Resident

Have you received an AASC Scholarship, Internship, Grant, or Academic Prize in the past? Yes No

If yes, please state date received: _____

Title of Project that received previous award:

Please list any publications or other creative works that resulted from the previous award:

Award Requirements:

1. Submit a resume. **If you do not have this, respond to the following questions on additional pages and attach to this application.
 - a) List chronologically your academic record or achievements, including research or creative projects, field studies, internships, honors thesis, special studies projects, teaching experience, publications, presentations, etc.
 - b) List chronologically your record of professional activities, university or community service.
Provide a description of your activities and service.
Include dates of involvement and, if any, offices held. If this is your first year at UCLA you may include activities from your high school, community college or transfer institution.
 - c) List any current or previous employment. Include job descriptions, dates, and hours worked per week.
 - d) List the honors and awards that you have received.
2. List one Faculty Reference, a second Faculty Reference is optional. A Letter of Recommendation is not required.

Reference of UCLA Faculty Advisor (Required)

Name _____

Title: _____

Email: _____ Phone: _____

Office Address: _____

In what capacity are you acquainted with this reference? _____

Reference of any Faculty / Instructor / Community Organization (Optional)

Name _____

Title: _____

Email: _____ Phone: _____

Office Address: _____

In what capacity are you acquainted with this reference? _____

"All information submitted in this application, and in support of it, is complete and true to the best of my knowledge and belief. I understand that knowingly providing false or incomplete information may be grounds for dismissal from UCLA."

Student Signature _____ Date _____

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For any questions contact Meg at meg@ucla.edu or (310) 825-1006, or contact AASC main office phone: (310) 825-2974.