MALS Internship Fund Application Process

MALS will be offering grants to students to support them as they pursue unpaid internships. We will have funding to cover nine internships for 2018-19. Interested students should find their own internship opportunities at an organization that best suits their academic interests and/or professional goals. Students who find an internship with an organization may then apply to the MALS Internship Fund. The program provides up to $3,000 for a fall, spring, or summer internship depending on the number of applicants. For the full amount, interns are expected to work a minimum of 140 hours; shorter internships will also be considered for funding at a lower rate, as per the funding committee’s determination. The manner in which these hours are completed can be flexible, and will be agreed upon with the host during the application process.

Funding is available only to MALS Students. Students must be currently enrolled and must be in good standing to apply.

Ideally, any proposed internship should help you:

- Gain exposure to career trajectories in the field
- Learn how an organization works, its structure, goals and the roles within it
- Identify ways in which you can expand your range of career options
- Build relationships that expand your personal and professional network

Candidates are encouraged to seek support for finding an internship at the Office of Career Planning and Professional Development. The Office of Career Planning and Professional Development can also assist in formulating and revising your resume and cover letter.

This funded internship can be used in conjunction with the MALS internship course.

Required application materials:

- A current CV or resume
- A one-page cover letter explaining how the internship would further your career goals or support your academic interests.
- An email or letter from an employer confirming that you have been offered an internship with an organization
- The name and contact information of a professional reference

Please submit all required materials to liberalstudies@gc.cuny.edu
Deadlines

Applications will be accepted three times during the academic year of 2018-19. November 1, January 18, and April 5. Up to three internships will be funded in each cycle. If there are not enough deserving applications, then funds will be rolled over to the next cycle to support additional internships.

For the deadline of November 1, 2018 internships that have already commenced will be considered.