New York University
College of Arts and Science

Agency Placement

Sponsoring Organization:

Street Address: 
City, State, Zip Code: 
Phone: 
Fax: 
e-mail: 
website:

Description of sponsoring organization (Please include link to website or send relevant literature):

Type of organization: Non-Profit Municipal State Govt. Federal Govt.

Areas and Issues of internship:

Placement Supervisor: 1. ______________ Will this be the intern’s on site supervisor (Yes/No)
2. ______________ Will this be the intern’s on-site supervisor (Yes/No)

Internship Position Title:

Major job skill categories (check all that apply) Policy Research Administration Management Writing Human Services (e.g. working directly with public or clients) Other (please specify)

What skills do you require?

Responsibilities of Intern (Include description of possible projects the intern will undertake or provide link to an online description):

Internship Available: Spring Fall Summer Year-round

Minimum hours per week: Preferred Days & Times: M T W TH F S Su

What skills/experience will the intern gain? (job skills as well as knowledge of issues, social needs, public policy areas)

What is the application process? (Include link to online application if available.)
Interns need to finalize placements the semester prior to their internships.
Fall placements by Aug. 15
Spring placements by Dec. 15
On the other side, please provide any additional comments/information: