



***Graduate Assistantship Application  
Public Administration & Policy Analysis***

Eligibility for an internship through the Public Administration Department requires the applicant to be a **classified** graduate student at SIUE, **CANNOT** be employed full-time, and **CANNOT** hold any other graduate assistantship/internship or student worker positions on campus. Some positions are subject to criminal background check, consumer/credit report & FBI fingerprinting by the agency.

Internship opportunities are available on an as-needed basis by the surrounding area agencies and cities. After submitting your application and resume, it will be determined if precursory requirements are met. If so, you will be contacted by the Internship Director to schedule a preliminary interview via a Zoom meeting.

Your resume will be reviewed and placed in a holding pool until a position becomes available. The PAPA department will be contacted by the employing agency when a position becomes available, and at this time, your resume, if matching the given criteria, will be emailed to the prospective employer. If selected for an interview, the employer will contact you directly for an interview.

**Please email the completed form along with PDF resume (1-2 pages) to: [mpaprogram@siue.edu](mailto:mpaprogram@siue.edu). You may include any other information for additional support of your application. Please place in the subject line: Internship Resume.**

Date: \_\_\_\_\_

Name: \_\_\_\_\_ Student ID: \_\_\_\_\_

Current Address: \_\_\_\_\_

City: \_\_\_\_\_ State: \_\_\_\_\_ Zip: \_\_\_\_\_

Email: \_\_\_\_\_

Home phone: \_\_\_\_\_ Cell phone: \_\_\_\_\_

Term you plan to enroll at SIUE: \_\_\_\_\_ Hiring Unit: PAPA

Eligible to work in the United States: Yes  No

Undergraduate GPA: Overall \_\_\_\_\_ on a scale of \_\_\_\_\_

Last two years \_\_\_\_\_ on a scale of \_\_\_\_\_

Graduate GPA: Overall \_\_\_\_\_ on a scale of \_\_\_\_\_

Last two years \_\_\_\_\_ on a scale of \_\_\_\_\_.

Graduate Degree Program: \_\_\_\_\_

**Please list three references:**

Name: \_\_\_\_\_ Title: \_\_\_\_\_

Organization: \_\_\_\_\_

Address: \_\_\_\_\_

State: \_\_\_\_\_ Zip: \_\_\_\_\_ Phone: \_\_\_\_\_

Name: \_\_\_\_\_ Title: \_\_\_\_\_

Organization: \_\_\_\_\_

Address: \_\_\_\_\_

State: \_\_\_\_\_ Zip: \_\_\_\_\_ Phone: \_\_\_\_\_

Name: \_\_\_\_\_ Title: \_\_\_\_\_

Organization: \_\_\_\_\_

Address: \_\_\_\_\_

State: \_\_\_\_\_ Zip: \_\_\_\_\_ Phone: \_\_\_\_\_

I acknowledge the conditions of accepting an Internship position with Public Administration and Policy Analysis that I may not be employed full-time or hold any other graduate assistantship at SIUE, and a 3.0 GPA or higher is required to receive and retain an internship.

Signature: \_\_\_\_\_ Date: \_\_\_\_\_

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Southern Illinois University Edwardsville prohibits discrimination against employees, applicants for employment and students on the basis of age, color, disability, marital status, national origin, race, religion, sex, sexual orientation, or veteran's status.

(Optional) Gender: Female  Male

Ethnicity:  Asian/Pacific Islander/Indian Subcontinent  American Indian/Native Alaskan  
 African-American  Caucasian  Hispanic  Other

Country of Citizenship: (if other than the United States): \_\_\_\_\_

09/28/2020