

**National Gallery of Art**

**Summer Internships**

**2009**

**Purpose**

Nine-week summer internships provide opportunities to work on projects directed by a Gallery curator or department head. Biweekly museum seminars introduce interns to the broad spectrum of museum work and to Gallery staff, departments, and programs.

**Eligibility**

Eligibility varies according to internship. A few are geared to undergraduates graduating in May 2009, but most are for currently enrolled graduate students of all levels and those graduating in May 2009 with a relevant degree (such as MA, MBA, MFA, M Arch, M Ed, JD, or MLS). Please check prerequisites carefully. Applicants from all backgrounds are encouraged to apply. This is an international program.

**Procedure for Application Form**

The deadline to submit this application form is January 15, 2009. Applications received after this date will not be considered. Please send one original and five copies of the completed form to our mailing address.

**National Gallery of Art**

**Summer Internship Application**

**2009**

**Please fill out this form completely and send one original and five copies to:  
Department of Academic Programs, Division of Education, National Gallery of Art,  
2000B South Club Drive, Landover, MD 20785**

**All applications must be received by Thursday, January 15, 2009.**

1. Last name, first name, middle name or initial

2. Addresses:

Current

Permanent (if different from current address)

3. Phone numbers:

Current address

Permanent address (if different from current address)

Cell phone

4. E-mail address

5. For which internship project or projects are you applying? List up to two, in order of preference. Please state specifically the name of the project(s).

6. College/university history:

Bachelor's degree

Institution

Major(s)

Senior thesis title (if applicable)

Date degree awarded

Master's degree

Institution

Major(s)

Thesis title

Date degree awarded

If you are currently a graduate student, which requirements do you still need to complete?

Juris Doctorate

Institution

Date degree awarded

Doctoral degree

Institution

Major area

Have you passed your qualifying exams? When?

Have you passed your language exams? When?

Are you advanced to candidacy?

Are you writing your dissertation? What is the title?

Have you defended your dissertation? If not, when do you plan to do so?

7. How did you learn about this internship?

- professor
- university career center
- NGA Web site
- former intern
- CAA online
- other \_\_\_\_\_
- AAM online
- academic advisor
- Listserv \_\_\_\_\_

8. List foreign languages you know and your proficiency (fluent, reading, speaking, writing) in each. If English is not your native language, please indicate your speaking, writing, and reading level.

9. Awards and honors received (list most recent first)

10. List most recent internships and employment (please indicate if you received course credit for any of the internships listed or if the employment was part of a work-study program).

11. List contact information for three recommenders. Note that one must be the chair or dean of your department (more than one student may be recommended by the same university), the second must be your advisor, and the third is an open choice. Your recommenders will be contacted by the Gallery only if you are advanced to the second phase of the selection process. (Each recommender must have a copy of your application materials before January 15, 2009.)

Name and title:

Institutional affiliation:

Address:

Phone number:

E-mail address:

Preferred method of contact:

Name and title:

Institutional affiliation:

Address:

Phone number:

E-mail address:

Preferred method of contact:

Name and title:

Institutional affiliation:

Address:

Phone number:

E-mail address:

Preferred method of contact:

12. List other internships, fellowships, or jobs for which you are applying.

13. Please write a letter (single-spaced, no more than five hundred words) to the selection committee stating your reasons for participating in the summer internship program at the National Gallery of Art *at this point in your education or career*, including: 1) what you hope to achieve from the experience, 2) what you believe you can contribute to the department(s) in which you are interested, and 3) how such an experience would further your education and career plans. Attach a separate sheet if necessary.