

AGBU Yerevan Summer Intern Program



2011 Application Packet

www.agbu.org



AGBU Yerevan Summer Intern Program

55 East 59th Street
New York, NY 10022
Tel: 212.319.6383

Em: ysip@agbu.org

AGBU Mission Statement

AGBU, established in 1906, is a non-profit philanthropic organization serving over 400,000 Armenians annually in over 37 countries. Its purpose is to preserve and promote the Armenian identity through educational, cultural and humanitarian programs.

YSIP Mission Statement

The AGBU Yerevan Summer Intern Program (YSIP) was initiated in 2007 under the auspices of the AGBU Central Board of Directors. The Program is dedicated to developing the next generation of Armenian leaders through professional internships and a cultural curriculum while exploring Armenia. Not only will selected participants gain valuable career experience, but they will also return to their local communities with a deeper sense of pride in their Armenian heritage. Ultimately, through personal experiences in Armenia, participants will gain a greater understanding of their cultural identity and will enhance their future roles as professional leaders.

AGBU Yerevan Summer Intern Program

June 25, 2011 - August 5, 2011 (6 week session)

YSIP Description

This summer, promising Armenian undergraduate and graduate students from around the world will be selected to participate in a six-week program. While in Armenia, students will intern at major companies and organizations, and participate in educational, cultural and social activities. In addition, participants will tour AGBU Projects in Armenia and visit many cultural attractions throughout the country and the Republic of Nagorno-Karabakh.

During the summer, interns must:

- ♦ Work 35 hours a week in office of assigned internship
- ♦ Participate in all mandatory cultural, educational, and social activities (3-4 times a week)
- ♦ Participate in at least one (1) community service project
- ♦ Adhere to all AGBU YSIP policies regarding work performance and personal conduct
- ♦ Complete a 6-week internship

YSIP Fees

- ♦ \$50 application fee (non-refundable)
- ♦ \$1,750 participation fee (\$500 of which is non-refundable in case of withdrawal from Program after June 12, 2011)
- ♦ Financial aid available to students demonstrating need (please attach note requesting financial aid application)

YSIP Participation Fee Includes:

- ♦ Visa Entrance Fee
- ♦ 6-week Dormitory Accommodation
- ♦ Welcome Dinner
- ♦ Armenian Language Courses
- ♦ Armenian History Lectures
- ♦ Armenian Dance Course
- ♦ Social Programs
- ♦ Meetings with Government Officials
- ♦ Tour of AGBU Projects in Armenia
- ♦ Sightseeing in Yerevan
- ♦ Trip to the Mother See of Holy Etchmiadzin
- ♦ Trip to Nagorno-Karabakh (includes transportation, accommodation, & meals)
- ♦ Trip to Gyumri
- ♦ Trip to Sevan and Dilijan
- ♦ Trip to Garni and Geghard
- ♦ Farewell Dinner

YSIP Placement Procedures

A YSIP staff member will conduct comprehensive telephone interviews with accepted applicants to discuss possibilities for internship placements. Based on obtained information, the YSIP staff will begin an individualized internship search for each applicant in an effort to find the most suitable placement. Although the length of time required to find the best internship for each applicant varies, most students usually know where they will be interning by the end of May.

Accepted YSIP applicants must be prepared to prove themselves on the job through consistent hard work, inquisitiveness, and a cooperative attitude. It is important for the applicants to have realistic expectations for the duties assigned to them at the start of their internship.

YSIP Eligibility Criteria

Applicants must be:

- Of Armenian descent
- At least a sophomore undergraduate or a graduate student
- Enrolled in an accredited college or university
- Between the ages of 19 and 26
- High academic achievers with a minimum overall grade point average (GPA) of 3.0 (B) and above
- Conversational in Armenian
- Active participants in public service oriented activities - serving in Armenian and non-Armenian communities



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Application Checklist

All application packets must be received by **March 31, 2011**.

Mail to: **AGBU YSIP**
55 East 59th Street
New York, NY 10022

In one envelope, please include one copy of the following materials in the order listed below.

Please do not staple your material.

- a) Completed application form
- b) 2 passport pictures
- c) 2 photocopies of passport (which includes personal information)
- d) One page resume/CV hardcopy
- e) Emailed resume/CV to ysip@agbu.org
- f) YSIP Personal Essay
- g) Writing sample (research paper/published work)
- h) \$50 application fee, made payable to AGBU
- i) Note requesting financial aid (if applicable)

The following materials may be sent separately, but must be received by March 31, 2011:

- a) Current official transcript in a sealed envelope
- b) Two letters of recommendation in their sealed & signed envelopes

Applications missing any of these materials will not be considered.

Questions?

212.319.6383 or ysip@agbu.org

2011 Summer Internship Program Calendar:

Application deadline: March 31, 2011

Notification: April 22, 2011



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Application Summer 2011

Application Deadline: **March 31, 2011**. Please type or print clearly.

Personal Data

Last Name

First Name

Middle Name

Date of Birth (MM/DD/YY)

Place of Birth

Age

Social Security/ID/ or Passport #

Citizenship

Current Address

Valid Until _____

Street

Apartment #

City

State

Zip

Country

Current Home Phone

Mobile Phone

Email

Permanent Home Phone

Parental Information

Last Name

Father's Name

Mother's Name

Mother's Maiden Name

Street

Apartment #

City

State

Zip

Country

Email

Permanent Home Phone



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Name of Applicant: _____

Personal Essay

(Please limit your response to two (2) pages, typed and double spaced.)

Write a personal statement explaining your interest in a summer internship in Armenia. Describe your professional interest and the skills you will bring to the AGBU Yerevan Summer Intern Program. Specify, in detail, your motivation for choosing to intern in Armenia.

How did you hear about the Program?

(Check all that apply)

_____ AGBU News Magazine

_____ AGBU Website

_____ Armenian Newspapers

_____ Family/Friends

Other (please specify): _____

Applicant Signature

The information given above is complete and accurate to the best of my knowledge. I am aware that any misrepresentation will result in the disqualification of my application.

Print Name

Signature

Date



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Name of Applicant: _____

Internship Area Selection

Among the choices listed below, number your selections as 1, 2, 3 to indicate your first, second, and third choices. Choose only the categories in which you would like to be considered for an internship.

Advertising

- Creative
- Sales

Architecture

Arts

- Administration
- Film and Theater
- Fine Arts
- Music
- Performing Arts

Business

- Accounting
- Administration
- Banking
- Finance
- International Business
- Marketing
- Information Systems

Education

- Administration
- Research
- Teaching

Engineering (specify) _____

Government (specify) _____

Information Technologies

International Relations

- Human Rights
- Research
- NGOs

Law

- Commercial
- Corporate
- Criminal
- International Law

Marketing

Media

- Journalism
 - Print: Newspaper/Magazine
 - Broadcast
- Radio
- Television

Medicine

Nonprofit (specify) _____

Public Relations

Sciences

Other (specify) _____



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Name of Applicant: _____

Additional Background Information

Please answer the following questions completely.

(This information to remain confidential between the Program staff and the intern)

Do you have any medical conditions?

Do you have any allergies (food or otherwise)?

Are you currently taking any medication that we should be aware of?

Have you ever been convicted of any criminal offense - or have a record of any nature that may prohibit clearance to receive a foreign Visa?

Have you ever been to Armenia? Yes _____ No _____

Please check the appropriate level of your knowledge of the Armenian language.

	None	Basic	Good	Fluent
Speaking				
Reading				
Writing				



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Name of Applicant: _____

Emergency Contact Information

Please provide the following information for two (2) emergency contacts:

1. Name _____

Relation _____

Address _____

Telephone _____ Mobile Phone _____

Email _____

2. Name _____

Relation _____

Address _____

Telephone _____ Mobile Phone _____

Email _____



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Recommendation Form

To the applicant:

Please choose two individuals from whom you wish to obtain a recommendation and give each a copy of this sheet. One letter of recommendation must be written by a college or university professor or advisor who is familiar with your academic performance, and preferably one who has had a first-hand opportunity to evaluate some significant aspect of your academic work. The second letter may be written by another professor, or an employer. Avoid recommendations from personal acquaintances, i.e. family friends, parish priests, etc.

Applicant's Last Name (Please print)

First Name

Middle Name

College or University

Applicant's Signature

Date

To the recommender:

Thank you for taking the time to write on behalf of this applicant who is applying to the AGBU Yerevan Summer Intern Program. Please answer all the questions listed in the table. In addition, on a separate sheet of paper (school or business letterhead), please describe in narrative form why you endorse the student as a nominee for the AGBU Yerevan Summer Intern Program. Be sure to address what you know about the student's academic and professional experiences, participation in extracurricular activities, leadership potential, aptitude and achievement in his or her chosen field. Kindly mail your recommendation along with this form to **AGBU YSIP (55 East 59th Street, New York, NY 10022)** OR you may return your recommendation letter with this form to the applicant in a sealed and signed envelope **before March 31, 2011.**

Recommender's Name and Title (Please print)

Organization/Institution

Daytime Phone

Fax

Email

Recommender's Signature

Date

How do you rate the candidate on the following criteria?

	OUTSTANDING TOP 10%	VERY GOOD TOP 20%	ABOVE AVERAGE TOP 25%	BELOW AVERAGE BOTTOM 50%	UNOBSERVED
Intellectual Curiosity					
Seriousness of Purpose					
Motivation					
Leadership					
Academic Achievement					
Cultural Adaptability					